SchoolDocs
Policies and Procedures

Quick Guide to SchoolDocs for the School Community

Staff, students, parents, and whānau

SchoolDocs is an online policy platform for schools in Aotearoa. Your SchoolDocs site contains policies and procedures that are specific to your school and can be accessed by the whole school community.

Using SchoolDocs

Log in to your SchoolDocs site using these details:

Website	https://kamoprimary.schooldocs.co.nz
Username	kamoprimary
Password	pride

Principal's note:
Fill in this info for your school.

Related policies and procedures are grouped together on SchoolDocs, with links to supporting information.

- To find a policy or procedure, type a keyword into the search bar, or browse using the table of contents (click the black arrows to open each section).
- Search for **Quick Links for Staff** and **Quick Links for Parents and Whānau,** which provide links to useful policies and procedures.
- For more information about using SchoolDocs, click the **Help** tab at the top of the site.

Reviews and feedback

Start your review

All SchoolDocs schools follow a 3-year review schedule to keep information up to date. Each term, you can provide feedback on policies and procedures that are under review.

Use the **review tool** to provide feedback about policies and procedures that are under review.

- **Content feedback** is where you can suggest changes you'd like SchoolDocs to consider.
- **Implementation feedback** is where you can comment on policy implementation at your school.

If you'd like to send a message to your school about a particular topic, use the **feedback button**.

For more information about reviews, click the **Current Review** tab at the top of the site.