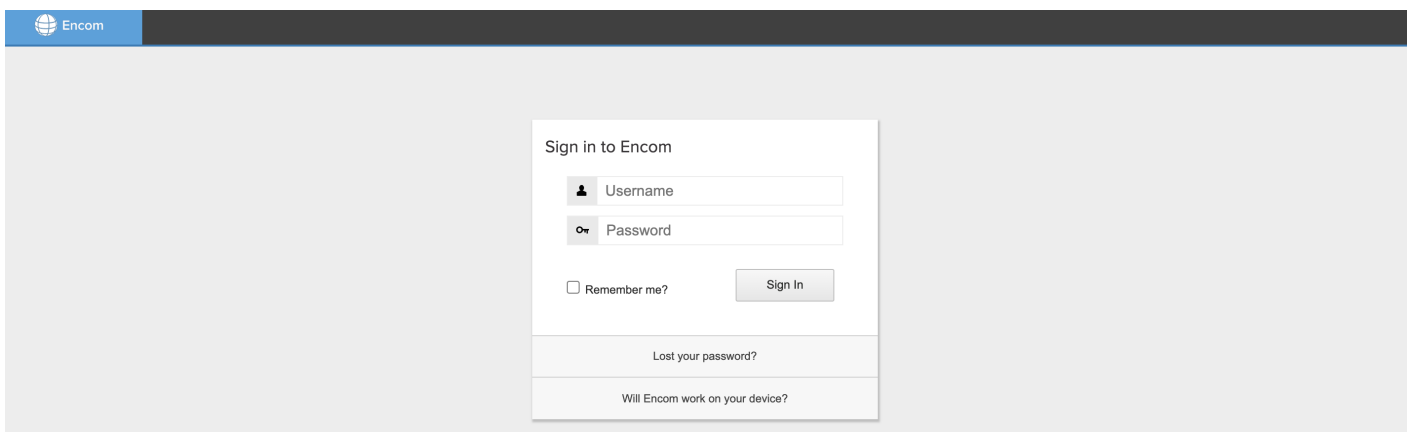


# Parent Sign-off for Student Learning Plans (SLPs)

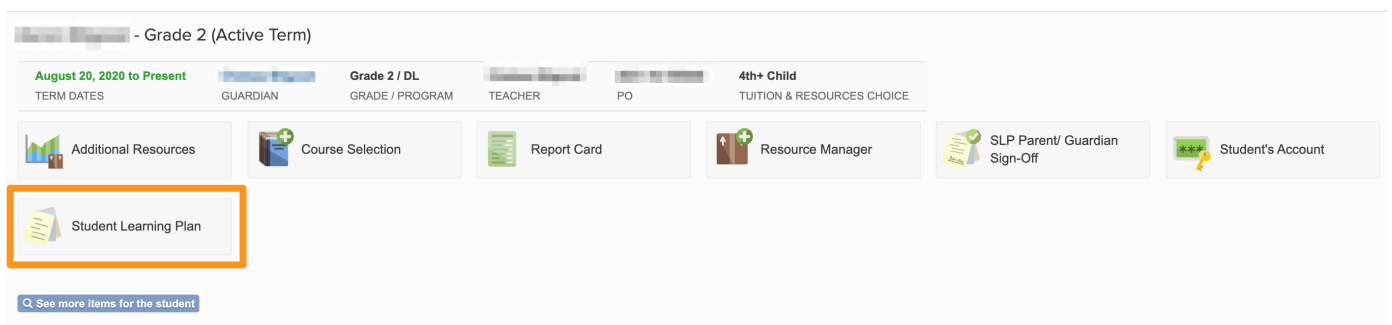
## Directions for SLP Parent Sign off

1. [Log into Encom](#). If you have forgotten your password, please choose the "Lost your password?" option.



The screenshot shows the Encom login interface. At the top left is the Encom logo. In the center is a white box titled "Sign in to Encom". Inside this box are two input fields: "Username" with a person icon and "Password" with a key icon. Below these fields is a checkbox labeled "Remember me?" and a "Sign In" button. At the bottom of the box are two links: "Lost your password?" and "Will Encom work on your device?".

2. Read through your child's Student Learning Plan (SLP) to ensure it reflects your child's learning plan for the year. The SLP is a fluid document and should be updated throughout the school year.



The screenshot shows the Encom dashboard for a Grade 2 student. At the top, it says "Student [Name] - Grade 2 (Active Term)". Below this is a navigation bar with tabs: "August 20, 2020 to Present" (selected), "GUARDIAN", "Grade 2 / DL", "TEACHER", "PO", and "4th+ Child". Below the navigation bar are several tiles: "Additional Resources", "Course Selection", "Report Card", "Resource Manager", "SLP Parent/ Guardian Sign-Off", and "Student's Account". The "Student Learning Plan" tile is highlighted with an orange border. At the bottom, there is a link that says "See more items for the student".

3. Once you've reviewed the SLP, please click the SLP Parent/Guardian Sign-Off.

- Grade 2 (Active Term)

August 20, 2020 to Present  
TERM DATES

GUARDIAN

Grade 2 / DL  
GRADE / PROGRAM

TEACHER

PO

4th+ Child  
TUITION & RESOURCES CHOICE

Additional Resources

Course Selection

Report Card

Resource Manager

SLP Parent/ Guardian Sign-Off

Student's Account

Student Learning Plan

See more items for the student

4. You can view the SLP directly, by clicking the green Student Learning Plan button at the top of the page.

? View the SLP

Before signing this form, please review the student's [Student Learning Plan](#) and communicate with the Support Teacher. An SLP is a living document and changes will probably occur during the year as the need arises. For example: If an online course change happens, or equipment needs to be purchased, etc.

The SLP may be empty or incomplete while the teacher begins working on it. Please contact the teacher if you have any questions.

5. When you are ready to sign the SLP, please type your name into the Parent/Guardian Full Name, declaring that you collaboratively created the SLP in conjunction with your Support Teacher.

6. Then sign your name by typing your full name into the Legal Signature box.

Parent/Guardian Student Learning Plan Sign-Off

I,  Parent/Guardian Full Name acknowledge that this Student Learning Plan (SLP) was completed collaboratively with the Support Teacher.

I agree to assist in working towards the completion of the SLP.

Signature

Legal Signature •  Please type your full legal name here.

This is the equivalent of writing your signature.

Date Signed • September 13, 2020

Save SLP Sign-Off

7. Click Save SLP Sign off.

You will need to repeat this process for each child enrolled in HCOS's K-9 program.

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Created 5 October 2018 15:40:19 by Bruce Hildebrandt

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