

## What is ESF Hub?

ESF Hub is our new one-stop shop learning and student management system.

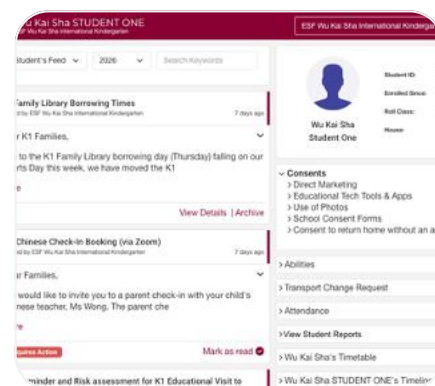
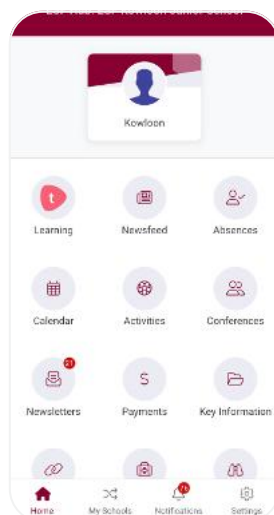
It is both an App and a web-based portal. When you access Hub, you can perform many tasks, such as reporting absence, reading school messages, and accessing reports and assessments.

*However, that is just the beginning. You will be able to share in your child's learning and see how they are progressing as they move through ESF.*

Let's break this down into two sections: the **student management side** and the **learning platform**.

## ESF Hub: Student Management and Information

The ESF Hub homepage on both the App and the Web Portal will immediately present you with the most commonly requested information.



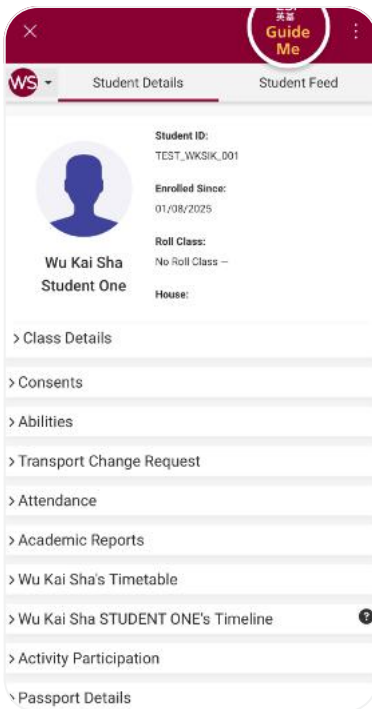
You will be able to quickly look and take action in the following areas:

- **Learning** - Access your child's learning and portfolio.
- **Newsfeed** - Receive all the latest live news, information, events, etc
- **Absences** - Request future absences and receive absence notifications, with the ability to provide reasons for the absence
- **Calendar** - Keep up to date with all school events and key dates
- **Conferences** - Easy to book and arrange your children's parent/teacher conferences
- **Newsletters** - Instantly download the latest Newsletter, or any previous editions
- **Key Information** - Access all school information, documents and links
- **Update Personal & Medical Information** - Keep your child's records accurate by easily updating your household, demographic, and medical details so ESF has the most up-to-date information.
- **ESF Explore** - One simple click to connect you to the ESF Explore website

Looking at each one in turn, this is what they will look like:

## Calendar

- View and track your child's activities, school events and classes effortlessly via the Calendar on the ESF Hub.



## Class Details

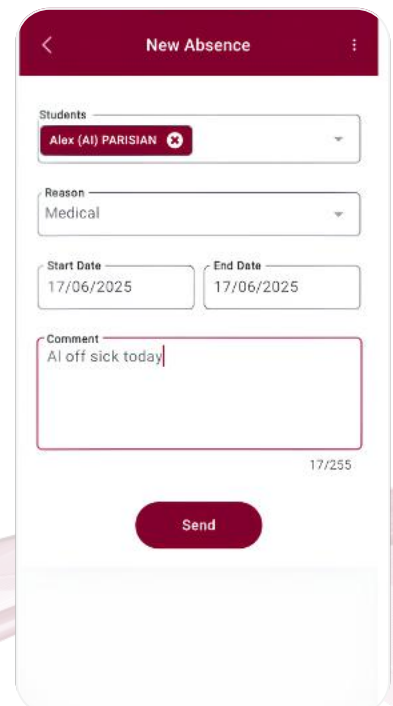
- View your child's profile and details
- There are many items you can view, such as your child's class details, which provide you with an overview of the classes your child will attend
- Class Details also makes communication with your child's teachers simpler. With a click of a button, you can email your child's class teacher

## Absences

- Easy notifications for current absences
- Future Absences are made simple and can be scheduled ahead of time.

1. Select the child/children who are going to be absent
2. Add the reason
3. Enter the date/dates of absence
4. Enter a comment
5. Press send

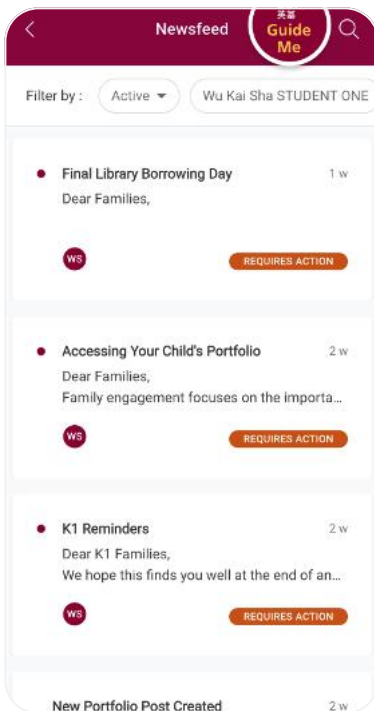
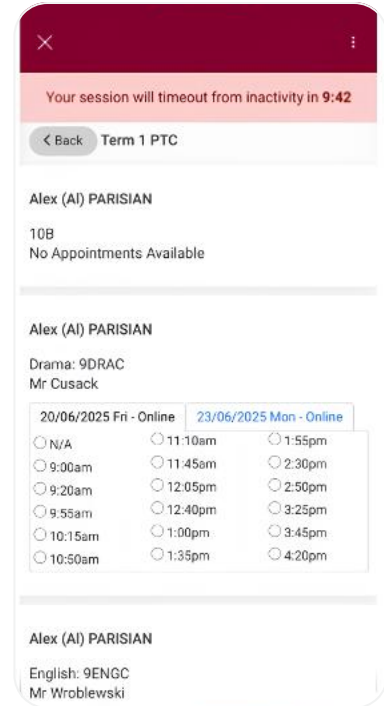
- All future absences that are approved will come through as a notification via the ESF Hub



## Conferences

Manage your Parent-Teacher Conferences early and get the times you need by:

- Simply log in to your child's profile when you receive the notification advising that registrations are now open
- Select the time and dates you would like to meet with the class teachers for your child
- Once submitted, a confirmation will be provided for your reserved appointment

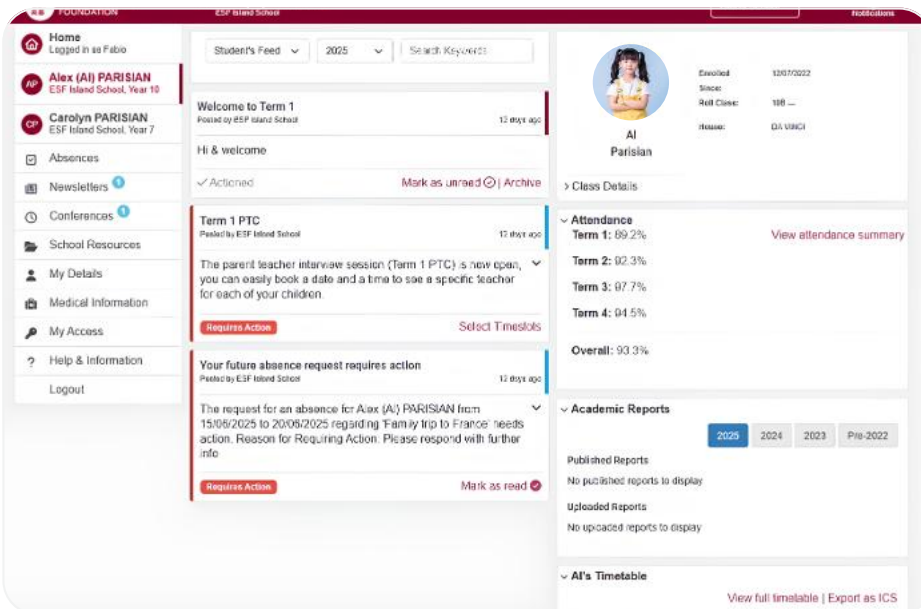
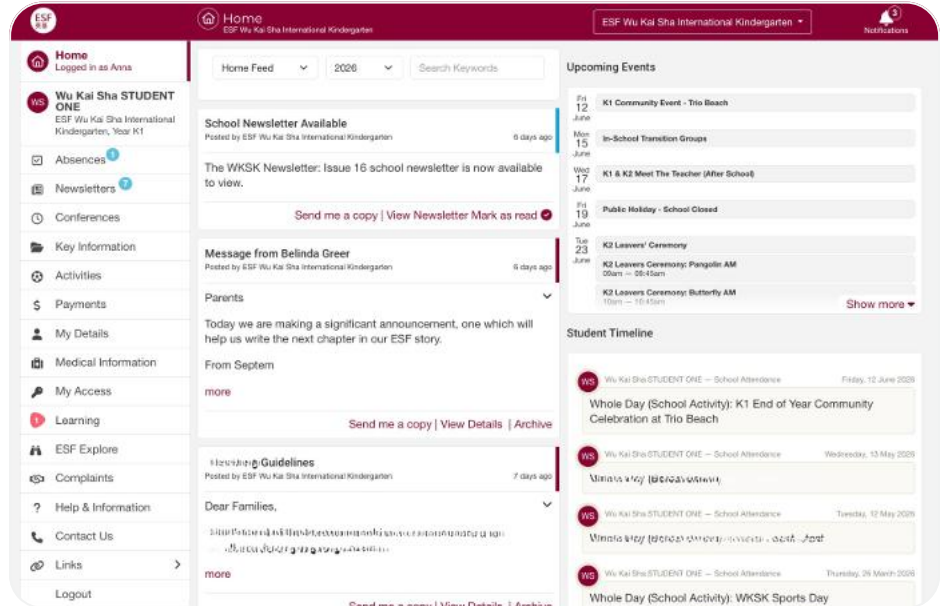


## Newsfeeds

- Stay up to date with the latest school news and your child's news
- Clear tags for which student the feed relates to
- Easy to identify urgent messages where action is required
- Filter feature to stay organised

## Parent Portal (desktop version)

The Parent Portal provides a comprehensive view of your children's progress and key information via your browser



## One Account, Two Ways to Connect

Enjoy identical functionality across both our mobile app and web browser. Anything you can do in the app, you can do in the browser—no compromises required. With just a single login, you can switch seamlessly between your phone and computer whenever you like.

## ESF Hub: Access to Your Child's Learning

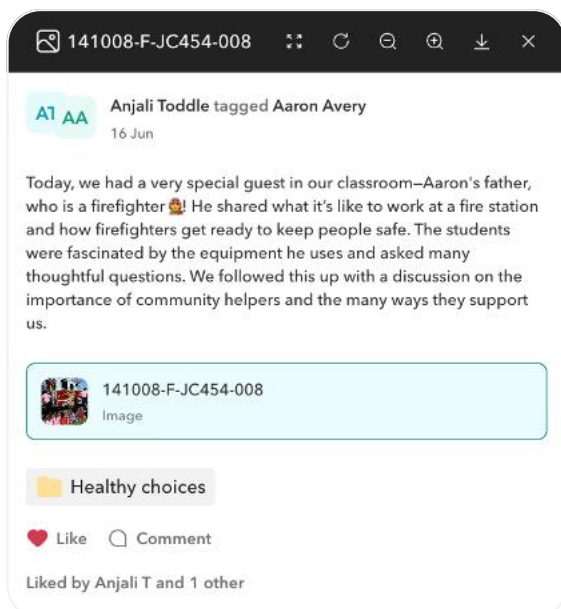
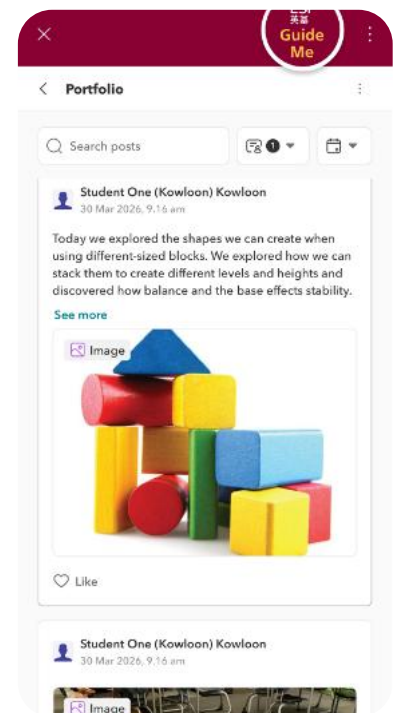
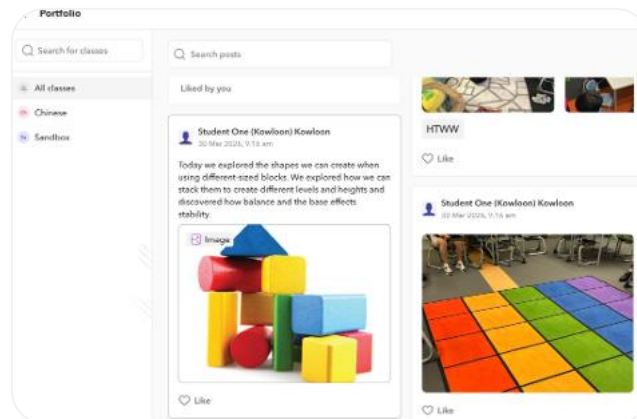
Our students will be moving to a new learning platform that will help them be better organised and more focused on what they have to do. We will do this by bringing together everything they are working on at school into one place.

You will also have access to this platform. Allowing you to not just understand what they are working on, but also to engage with it. Alongside our regular reporting, parent/teacher meetings and other communications, this will give you a whole new level of insight into your child's progress at ESF.

### Parent Portal -

### Student portfolios

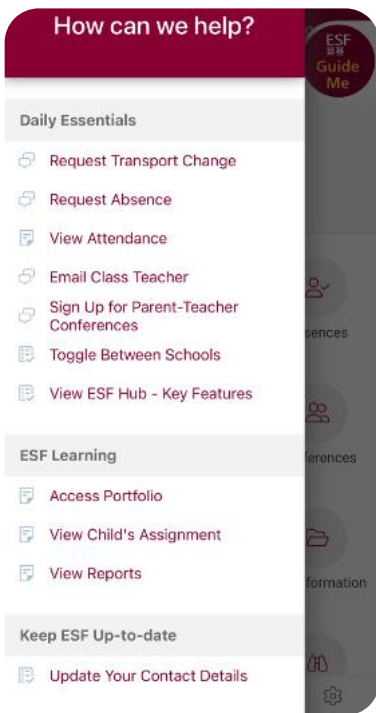
Be a part of your child's learning journey. View their growing portfolio and stay connected with what they're learning.



Celebrate and actively engage in your child's learning by liking on portfolio posts.

## Need a Hand? Let Us Guide You!

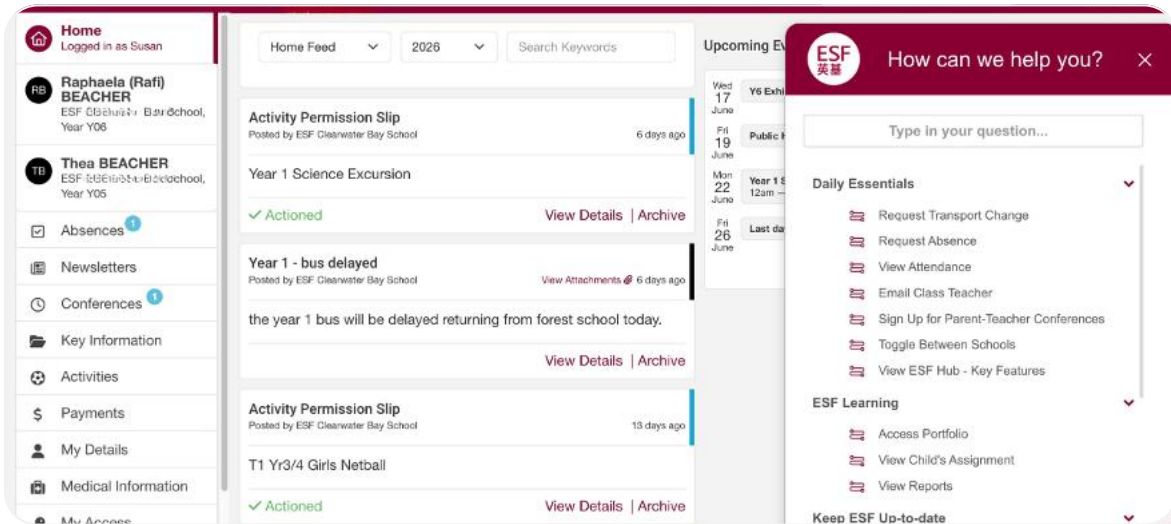
Discover the new **Guide Me** feature, designed to navigate you directly through your start-of-year tasks and effortlessly onboard you to the ESF Hub App.



The guide handles the clicking for you—taking you straight to the action across three key categories:

**Daily Essentials, ESF Learning, and Keeping ESF Up-to-Date.**

Once your initial walkthrough is complete, a robust library of help menus will remain available right at your fingertips to ensure you never get stuck.



## Training and Support

To support you throughout the process, we will provide the following training and technical support to ensure you manage the ESF HUB successfully.

- Short video tutorials and quick-start guides
- Walkthroughs in multiple languages (English, Chinese)
- Virtual support from school staff if you get stuck
- Some schools will even offer drop-in help sessions during the rollout

Again, if you have any questions or comments, please do get in touch with us at [esfhubsupport@esfcentre.edu.hk](mailto:esfhubsupport@esfcentre.edu.hk)