

Next generation web based school administration



Civica's educational expertise has evolved from the development, implementation and support of five different school management solutions, deployed across Australia over the last 40 years.

This expertise has driven the development of our next generation enterprise school administration solution, with functionality continuously refined through engagement with our Australian educational customers.

Our solution is designed to save time, improve data integrity and transparency, and consolidate information for users so they can work more effectively and efficiently.

Anytime-anywhere access



Core benefits

Intuitive and easy to use interface

Easy to learn with minimal training requirements.

Anytime-anywhere access

100% web based means you can work from any internet enabled device.

Resolves challenges with complex family arrangements

Provides timely and accurate information about students and their caregivers.

Flexible and configurable

Can be tailored for use in individual schools or groups of schools.

Date driven data management

Historical student information is retained and can be accessed at any point in time.

Functional features of CE Admin

Personalised approach: user configurable dashboards and views

Enrolment enquiries: manage initial requests for information from prospective parents

Future students: manage applications and wait lists

Application wizard: configure an application form with workflow to suit your school's application process

Current students: manage information for enrolled students, including a comprehensive single page Student Profile

Family groups: flexible options for managing family groups and their members

Past school members: manage records for historical students, caregivers and staff

Staff: manage comprehensive staff records

Automated notifications: system generated reminders ensure key tasks are not overlooked

Student history: appropriate access to previous school's information (where available)

Flexible and automated roll-over and transfer processes: ability to perform EOY processes weeks or months ahead of time

Comprehensive student information: behaviour, attendance, group memberships, detentions, suspensions, awards etc.

Ad hoc report writer: easy widget driven interface to create school specific reports

Manage comprehensive staff records



Tailored dashboards and views



The screenshot displays the 'Student Information' page for Jacob Abberdale, a Year 11 student. The interface includes a search bar at the top, a navigation menu on the left, and a main content area with tabs for 'Demographic' and 'Profile'. The 'Profile' tab is active, showing fields for 'Single Name Only', 'First Name', 'Middle Name', 'Preferred Name', 'Surname', 'Preferred Surname', 'Gender', and 'Religion'. The 'Person Record' section includes fields for 'Date of Birth', 'Age', 'Indigenous Status', 'Country of Birth', 'Nationality', 'First Language', and 'Deceased'. The student's details are: First Name: Jacob, Surname: Abberdale, Date of Birth: 4/06/2012, Age: 05 years 10 months, Country of Birth: Australia, Nationality: English, Religion: Anglican Church of Australia. The address is 46 Gleneig Street, Applecross WA 6153. The interface also shows 'Student Details' and 'Current Enrolment' sections.

Comprehensive student, staff and caregiver information in an easy to use interface.