
Your school and its families, in a single Odoo.

Seventeen modules for a private school and its families:
portal, admissions, contracts, attendance, conduct, health,
meals, work, courses and computers.

Odoo 18 module | Symbifox School

symbifox.com | hello@symbifox.com



The reality

What it costs to keep families in five tools



Permission slips on paper

The slip comes back crumpled, or not at all. On the morning of the trip, someone calls the parents one by one.

Who may sign for this child?

Shared custody, a step-parent, a grandmother: the tool only knows "a parent", and the office keeps the rest in its head.

Three children, three emails

The same announcement lands three times in the same inbox, until the parent stops opening them.

Admissions in yet another tool

Form, fee, exam and decision live far from invoicing, and amounts get copied by hand.

The solution

The whole life of the school in your Odoo



[See the catalogue](#)

1

Families as they really are

Each adult with their roles: parental authority, signs, pays, gets notices, picks up.

2

A portal for every parent

Absences, authorisations, health, homework, work, courses, meals and meetings, child by child.

3

Evidence instead of slips

Every answer keeps its date, its channel and the fingerprint of the text signed.

4

From application to classroom

A public form, a contract signed online, then attendance, work, courses and computers.

5

The law, already read

Law 25, private education, the basic school regulation, rules of conduct: applied by default.

Seventeen modules, as you need them

The foundation, then whatever your school wants Odoo to handle

Families

- Foundation: schools and families
- Family portal
- Announcements to families
- Field trip authorisations
- Law 25 consents
- Parent-teacher meetings

Admissions and school life

- Admissions and re-enrolment
- Educational services contract
- Attendance and absences
- Conduct and monthly follow-up
- Health and medication
- Caterer meals

Classroom and computers

- Homework and parents' calendars
- Work handed in and marked
- Course contents
- Students' computers
- Students on the portal

A portal parents actually open

One account per adult, every child in one place



One account per adult

However many children or schools: each child with their groups and teachers.

What the school recorded

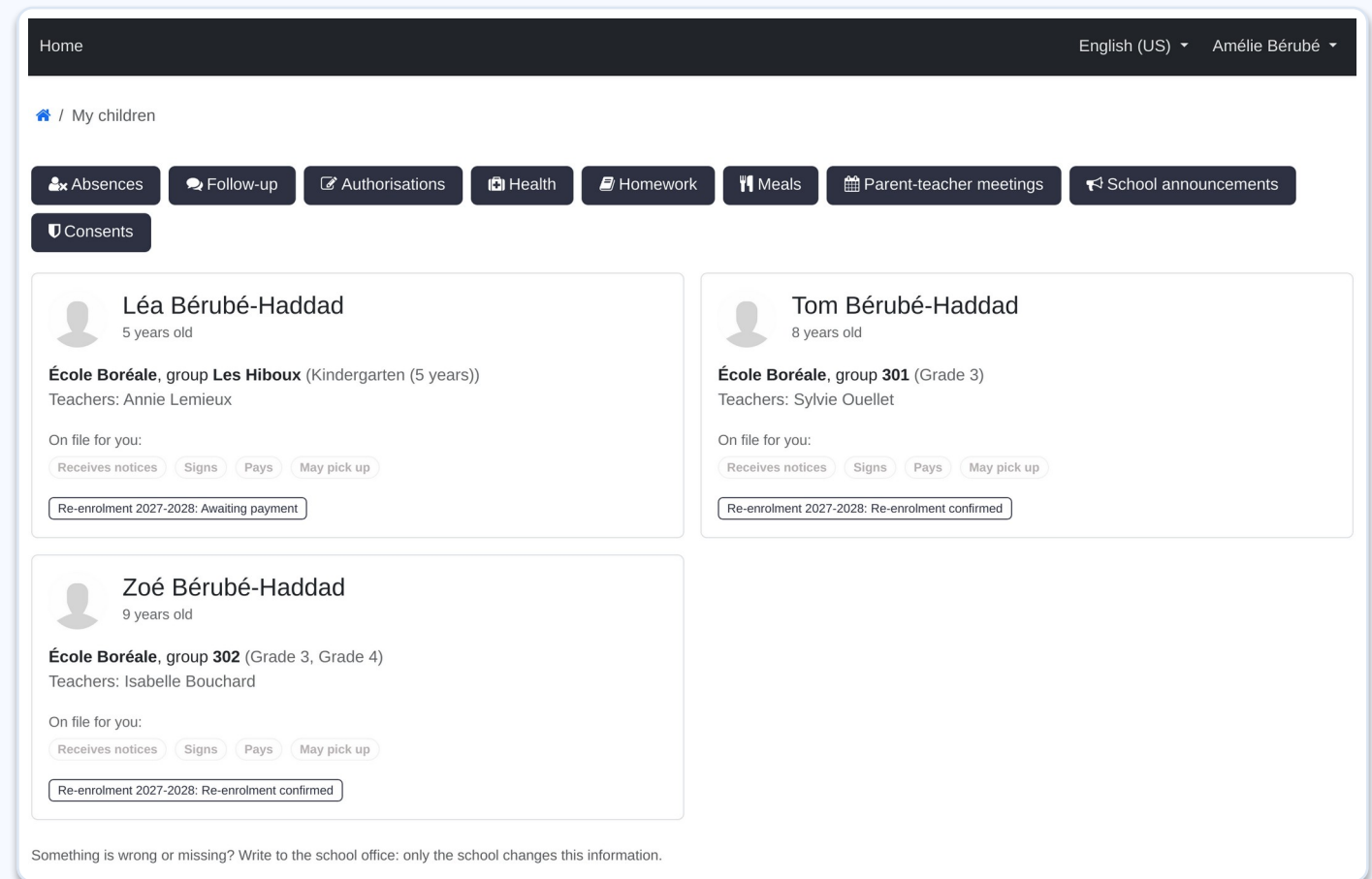
The adult's roles are shown; only the school can change them.

Invitations in one step

For the whole school or a single student. Adults without a usable email are named.

One family at a time

A parent reaches their own children only, on screen and on the server alike.



"My children", on the École Boréale demo

One family, several adults

Roles you tick, instead of a single "parent"

Shared custody

Two homes, two parents who sign and get notices, one who pays.

No parental authority

A step-parent picks the child up, but signs nothing and never sees health information.

Emergency contact

Grandma starts with no authority, signature or notices: the school ticks what it decides.

At 14, the student consents

Law 25 consents go to the parents under 14, and to the student after that.

What each link records

- ☒ Parental authority
- ☒ Receives notices
- ☒ Signs
- ☒ Pays
- ☒ May pick up
- ☒ Emergency contact
- ☒ Lives with

One email per parent

Announcements to the whole school or to groups

A single email

In the parent's language, with their children named in the subject line.

A real read receipt

The parent clicks "I have read it" and the school sees who confirmed, and when. Opening the email does not count.

Teachers stay in their lane

A teacher writes to the families of their own groups, and nobody else.

Nobody dropped silently

Families are worked out on the day; adults without an address are counted on the announcement.



Before

Three children, three identical emails, and a parent who stops opening them.



With Symbifox School

One email, "Léa, Tom: Biodôme field trip", and a read receipt that means something.

Permission in one click

On the portal, or through a personal link with no account

One parent is enough

By default, as the Civil Code allows; an overnight stay needs every parent who signs.

A refusal wins

One parent's "no" keeps the child at school, even if the other said yes.

Evidence with every answer

Date, channel, IP address and the SHA-256 fingerprint of the text sent, which can no longer change.

Reminders and deadlines

A reminder takes one click; at the deadline everything closes, and children with no answer stand out.

Final, on purpose

An answer cannot be changed on the portal: to change their mind, the family calls the school. Teachers see who is authorised; the evidence stays with the office.

When it goes out, students with no signing adult and adults with no email are counted, so you know in advance whom to reach another way.

Law 25 consents

Every year, from the right person, one purpose at a time

One button, every year

A request for every enrolled student; those pending or already granted are skipped.

The right person

Under 14, the adults with parental authority; from 14, the student.

Doubtful cases set aside

No birth date, or no adult with parental authority: the student is left out and named.

Plain texts, in your name

In French and English; the school adds its privacy officer and the platforms it uses.

Four separate purposes

- Photos and videos inside the school
- Photos and videos published outside
- The group's family contact list
- Outside educational platforms

From application to enrolment

The form, the fee, the exam, the decision

A careful public form

Up to five documents, robots turned away, three applications an hour; no invoice before review.

The fee as an invoice

Tax-free, paid online or at the front desk; the application moves on once it is paid.

The rank helps, a person decides

Exam notice, score, rank per level, then a decision that records who and when.

Enrolled in one step

An accepted student arrives with their family links; applications not retained are purged.

Re-enrolment on the portal

One click per child for the parent who signs, confirmed once the fee is paid.

An email at every step

- Fee to pay
- Fee received
- Called to the exam
- Application accepted
- Waiting list
- Application refused

The educational services contract

The Private Education Act, applied and signed online



A detailed price

Admission, educational services, each accessory service with its price, then the total.

Every required mention

The regulation's, sections 70 to 75 word for word, and the face-uncovered clause (s. 68.1).

Signed online, then frozen

Each parent who signs gets their own request; amounts, dates and signers no longer move.

Termination worked out

What the school may keep (s. 72 and 73) and the refund due within ten days (s. 74).

Caps no one can bargain away

- Application review: \$50 at most
- Admission: lesser of \$200 or 1/10
- At least two instalments
- Before services: admission fee only
- Penalty: lesser of \$500 or 1/10

Attendance, with same-day notices

Roll call in a few clicks, families told without delay

By half-day or by period

Morning and afternoon in elementary, each period in secondary, group by group.

A roll call already filled in

Everyone present by default, declared absences already justified, lateness in minutes.

A same-day notice

Each unjustified absence notifies the parents, with a link to justify it, once a day.

Declared on the portal

Families report an upcoming absence or justify one afterwards; past 30 days, they call.

An aid, not a decision

Students with three days of unjustified absence within 30 days appear on a list. What to do about it stays the school's decision.

The office keeps the absence reasons, records the ones phoned in and corrects a closed roll call. A late declaration justifies the roll calls it covers.

Conduct, as the law frames it

Regulation 10.01, graduated sanctions, parents informed

The rules, already written

Civility, cell phones, images taken without consent, bullying, violence; the school adds its own.

The next sanction suggested

Based on breaches of the same rule this year; a person decides.

Parents informed as the law says

Suspension: reasons and support measures. Sexual violence from age 14: only with the student's consent.

The annual report in one table

Bullying and violence by rule and year, for the report due to the ministry by December 31.

Monthly follow-up, reminded

Risk of failure, conduct, intervention plan: at the start of each month, the responsible teacher gets a to-do for every family left without news (basic school regulation, s. 29.2).

News sent by email also reaches the family's portal; a phone call or a meeting is simply noted. A breach the family was not told about never shows there.

Health, on a need-to-know basis

Two levels, and every dose recorded



An alert for all staff

Short, on the student, substitutes included.

The record for the Health group

Emergency plan, authorisations and register: the school decides who has access.

Signed authorisations

The text is frozen when sent, and one parent's refusal always wins.

Emergency epinephrine

Any staff member records it, and the family is told right away.

No dose without authorisation

Nothing is given without a valid authorisation that day, and a recorded dose is never rewritten. On the portal, parents see the doses of the last 60 days. A privacy impact assessment template ships with the module.

The detailed record and the emergency plan never reach the portal.

Caterer meals

Ordered on the portal, paid the way the family chooses

Menus with allergens

A meal containing a declared allergy cannot be ordered; the kitchen sees every allergy.

Order and cancel in time

By default, two days ahead, and cancel until 8 a.m. on the day; the school sets both.

Two ways to pay

A prepaid balance, or the month's meals on one invoice. The mode is frozen on each order.

Closed day, all credited

Storm or closure: every order of the day is cancelled and credited at once.

The balance is a register

Its movements are never edited or deleted: the office records an adjustment with its reason. An order the balance cannot cover is refused, even if sent twice.

A top-up is paid online or at the front desk; it is credited with what was actually paid, and taken back if the payment is undone.

Homework and parent-teacher meetings

What is due, and a slot with each teacher

Homework

- Homework, studies, projects, tests
- What is due, child by child
- In Google or Apple Calendar
- Updates by itself
- A private address per adult
- A new address stops the old

Parent-teacher meetings

- One session per report card
- Slots cut from teacher hours
- One click to book or cancel
- Never two meetings at once
- Confirmation by email
- Teachers see their schedule

Work handed in on the portal

Hand-in, marking and the mark, with no email attachments

Files or a scored quiz

Up to five files, from the student or a parent; a scored quiz turns its score into the mark.

The mark on return, not before

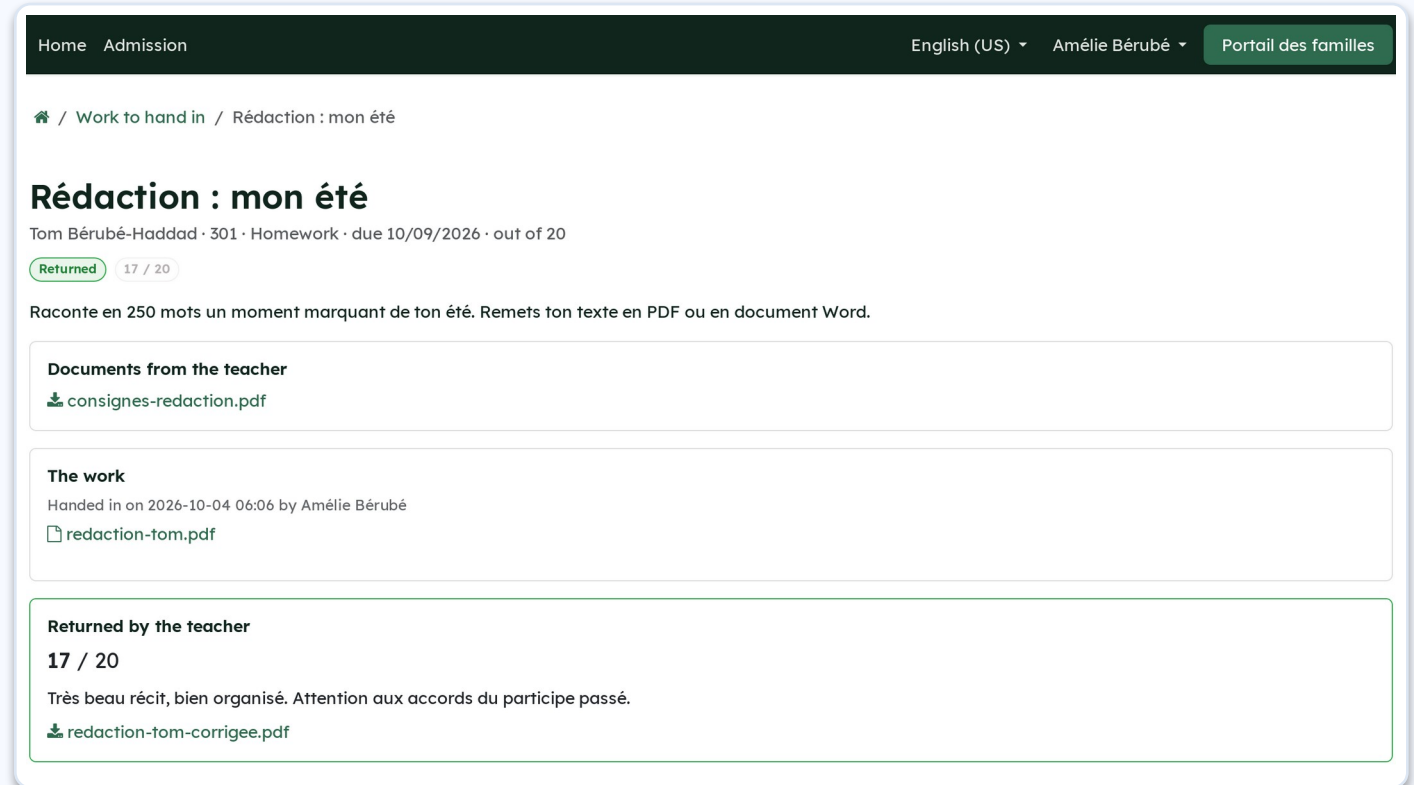
Corrected copy, comment and mark: the family sees them when the teacher returns the work.

Late by the school's clock

After the due day, the work is flagged late, or refused if the teacher says so.

Two emails, by choice

A return notice and a daily summary: the school offers them, and nothing goes out until each person ticks.



The screenshot displays the Symbifox portal interface for a parent. At the top, there is a navigation bar with 'Home' and 'Admission' links, and user information for 'English (US)', 'Amélie Bérubé', and a 'Portail des familles' button. Below the navigation bar, the breadcrumb trail shows 'Home / Work to hand in / Rédaction : mon été'. The main heading is 'Rédaction : mon été', followed by the student's name 'Tom Bérubé-Haddad', the course '301 · Homework', and the due date 'due 10/09/2026 · out of 20'. A status bar indicates 'Returned' with a score of '17 / 20'. The instructions state: 'Raconte en 250 mots un moment marquant de ton été. Remets ton texte en PDF ou en document Word.' There are three sections: 'Documents from the teacher' containing 'consignes-redaction.pdf', 'The work' showing 'redaction-tom.pdf' handed in on '2026-10-04 06:06 by Amélie Bérubé', and 'Returned by the teacher' showing the score '17 / 20' and a comment: 'Très beau récit, bien organisé. Attention aux accords du participe passé.' The returned document is 'redaction-tom-corrigee.pdf'.

Returned work, as a parent sees it

Course contents

The teacher's material, for their groups only

A course tied to groups

Students join and leave it with their enrolments; their parents too, unless the teacher unticks it.

eLearning formats

PDFs, articles, videos, files and quizzes, in Odoo's eLearning.

Renewed for next year

A copy with its contents, files and quizzes, tied to next year's groups.

A school course stays plain

No comments, reviews, rankings, badges or course-completed email.

On the portal, under "Courses"

Students see their own courses; parents, their children's. A school course is visible to its attendees only.

Students earn no rank or points, and publish no profile on the website. Someone the teacher invited by hand stays enrolled.

Students' computers and accounts

Computers left behind by Windows 11, refurbished with Blue Fox OS

Directory accounts

- One account per enrolled student
- A neutral user name
- Groups by level and class
- Directory synced within 15 min
- Suspended when they leave
- Passwords a child can type

Lent computers

- In the lab, student groups log in
- A computer lent for home
- It opens for its borrower
- Returned or lost: locked again
- Notices at loan, 7 days out, late
- The loan shown on the portal

Students on the portal

- Same password as their computer
- Land on their own page
- Work, homework and courses
- Cannot edit their own card
- Under 14, parents consent
- Archived when they leave

What runs on its own

Background jobs, nothing to set up



1	Age of consent	On their 14th birthday, the student becomes the one who consents.
2	Expired authorisations	Closed at the deadline; children with no answer stand out.
3	Today's absences	Parents notified when the roll call closes, once a day.
4	Monthly follow-up	A to-do for every family left without news the month before.
5	Directory accounts	Class, level or name changed: the directory follows within 15 minutes.
6	Course attendees	Added and removed as group enrolments change.
7	Computer loans	A reminder seven days before the due date, then an overdue notice.
8	Monthly meals	One invoice at the start of the next month, to the adult who pays.

Everyone sees what they should

School roles, and families kept apart

By role

Office

Families, admissions, contracts, fees, meals and loans, with no accounting rights by default.

Teacher

Their own groups: attendance, homework, work, courses, conduct and announcements.

Health group

The detailed record, medication authorisations and the register of doses.

Built-in protections

One family at a time

A parent reaches their own children only, on the portal and on the server alike.

States move by buttons

Decisions, signatures, hand-ins and evidence cannot be written by hand.

A person decides

The admission rank and the suggested sanction help; a person decides (Law 25, s. 12.1).

Consent asked of the right person

The parents under 14, the student after that, one purpose at a time.

The law, already read

The texts the modules apply by default

Private education

- Contract: E-9.1, s. 66 to 76
- Fee caps: E-9.1, r. 3
- Contract mentions: E-9.1, r. 1
- Face uncovered: s. 68.1
- Reasoned suspension: s. 63.6
- Annual report: s. 63.8

School life

- Rules of conduct: r. 10.01
- Monthly news: basic reg. s. 29.2
- French first: Charter s. 55
- One parent is enough: CCQ 603
- Medication: Prof. Code s. 39.8
- Health Canada priority allergens

Privacy, Law 25

- Consent from 14: s. 4.1
- A person decides: s. 12.1
- Need to know: s. 20
- Impact assessment template
- Separate, plain purposes
- Applications not kept are purged

In short

1

Families as they really are

Each adult with their roles, and each message to the right adult.

2

Less paper, more evidence

Authorisations, contracts and medication signed, dated, frozen.

3

A portal parents actually open

Absences, health, homework, work, meals and meetings in one place.

4

From application to classroom

Admissions, contract, attendance, work, courses and computers in Odoo.

5

The law, already read

Law 25, private education, rules of conduct: applied by default.

Let's look at what your school still keeps on paper.

Thank you!

Shall we talk?



symbifox.com | hello@symbifox.com

