



**Vänersborgs kommun**  
Barn- och utbildningsförvaltningen



## **VÄL – Vänersborgs kommuns lärplattform**

Preschools (förskola), elementary schools and after school centers (fritids) within Barn- och utbildningsförvaltningen shall be covered by a complete solution for information – communication - technics, where consideration is taken to the needs of the unit and the solution shall correspond to the municipality's vision and direction.

We use the Internet as a significant factor for dissemination and communication. The Administration must therefore seize the opportunity that gives each unit. A digitalized web based learning platform will promote cooperation, communication, documentation, planning, information and administration.

The guardians shall experience an extended service in a complete solution for children in both preschool and elementary school. VÄL is a learning platform where information is available around the clock for the entire family. (1-16 years). Here you can follow your child's knowledge development, report absence, access schedule, register schedule, communicate with teachers, book parent-teacher conference, report changed income etc.

---

### **Barn- och utbildningsförvaltningen**

**Postadress**  
462 85 Vänersborg

**Besöksadress**  
Sundsgatan 29

**Telefon**  
0521-72 11 04

**Telefax**  
0521-72 13 70

**E-post**  
barnutbildning@vanersborg.se

**Hemsida**  
www.vanersborg.se

## How to login

Use your electronic ID (BankId) to login on the following web page:

<http://www.vanersborg.se/kommunpolitik/etjansterochblanketter/utbildningbarnomsorg>.

Key "Inloggning VÄL med e-leg."

As guardian you can login on VÄL as soon as your child has started it's placement. If you don't have the possibility to get an electronic ID, for example if you don't have a swedish personal number, then you need to contact the staff at the unit where your child is placed, in order to find a solution.

## Account for guardians

With your user data you can:

- register schedule for preschool (förskola) and after school center (fritids)
- register or change information about your income
- apply for change of preschool (förskola) or change of after school center (fritids)
- cancel your child's placement
- change your contact information, such as mobil number and email address.
- get information from your child's teachers

If you want to read more and get help to use the functions, you can login on VÄL and key "Hjälp" (Help) in the left corner. Choose "vårdnadshavare" (guardian) and then "användarhandledningar" (user manuals).

The second Tuesday in each month the server is being updated between 9.30 - 10.30 AM. This means that you during this time can't access the child's/the childrens information or send SMS, report absence, etc.

## App for guardians

Tieto Edu is available for downloading in App Store and in Google Play and it is available for the preschools and the elementary schools that are using VÄL.

The app is available for mobiles and ipads. Gradually, the app will be expanded with more easy accessible functions for preschool and elementary school, such as absence and schedule. In the first stage only information is available.

You login in with your electronic ID (Mobile Bank ID). After 7 days of inactivity you need to login again.

To get a notification when new information has been published from preschool/after school center/elementary school you need to activate the settings in your phone. Go to settings in your phone and choose "allow all notifications from the app Tieto Edu".

Please observe: Once you have read the information via the app, the information/weekly letter will no longer appear on the starting page when you login on VÄL. The information/weekly letter will instead be found by clicking the Info button and also in the current "room" on the web page.

### **SMS-services**

In order to use this service you have to use the same mobile number that is registered on the guardian in VÄL.

Send an SMS to the following number: 0730-12 14 28.

The same number is used to all preschools (förskola), after school centers (fritids) and elementary schools in Vänersborgs kommun.

### **Absence**

Shall be used when sickness or other temporary absence from preschools (förskola), after school center (fritids) and elementary school (grundskola) needs to be reported. Report of absence shall be sent directly in the morning. If you send it after 1.00 PM it will be considered as absence regarding the following day.

#### **Absence all day:**

Send SMS with the word FRÅNVARO followed by the child's personal number.

See example: FRÅNVARO 010814-TF01

You can also shorten the word frånvaro to FRV. In that case write FRV followed by the child's personal number.

See example: FRV 010814-TF01

#### **Absence part of day:**

Send SMS with the word FRÅNVARO followed by the child's personal number and what time HHMM-HHMM (hour hour - minute minute)

See example: FRÅNVARO 010814-TF01 1000- 1200 (from - to)

You can also shorten the word "frånvaro" to FRV. In that case write FRV followed by the child's personal number and what time HHMM-HHMM (hour hour - minute minute).

See example: FRV 010814-TF01 1000- 1200 (from - to)

There are three different ways to write your SMS. See examples below:

FRÅNVARO 010814-TF01 1000 – 1200

FRV 010814-TF01 1000 – 1200

FRV 010814TF01 1000-1200 (no dash in the personal number)

If the child has a placement in an after school center (fritids) you can also report if the absence only is regarding the after school center and not the school. You do this by writing the first word FRI instead of FRV or FRÅNVARO.

#### **All day:**

FRI Personal number

See example: FRI 010814-TF01

#### **Part of day:**

FRI Personal number HHMM-HHMM (hour hour - minute minute)

See example: FRI 010814-TF01 1000 – 1200 (from - to)

**Vacation** (only regarding preschool och afterschool center)

Shall be used at vacation or other kinds of leave. Send SMS with the word LEDIG followed by the child's personal number and what date.

**All day:**

LEDIG Personal number date

See example: LEDIG 010814-NNNN 140101

**Period of time:**

LEDIG Personal number and period of time

See example: LEDIG 010814-NNNN 140101-141010

**Part of day:**

LEDIG Personal number date time

See example: LEDIG 010814-NNNN 140101 1000-1200

**Message**

As guardian you can easily send information to the preschool and after school center. The information will be read by authorized staff. If the information is regarding the next day, it must be sent after 6.00 PM.

Write like this:

- INFO Personal number "Your message"

See example: INFO 010814-NNNN Grandmother is picking up at 2 PM.

The system will check the message for errors and if there is any error you will get a failure message in return. If the mobile number and personal number are correct according to what is earlier registered the information will be saved in the system.

**Message from the school to the guardian regarding unapproved absence/late arrival**

- When the teacher saves the absence report for a certain lesson it will generate a message to the guardian of the student who was absent or arrived late to the lesson. This message will be sent to the guardian as an SMS and an email.

- As unapproved absence counts "late arrival" and if the student never showed up to the lesson.

**Contact information**

Preschool /Elementary school

E-mail: [valsupport@vanersborg.se](mailto:valsupport@vanersborg.se)