



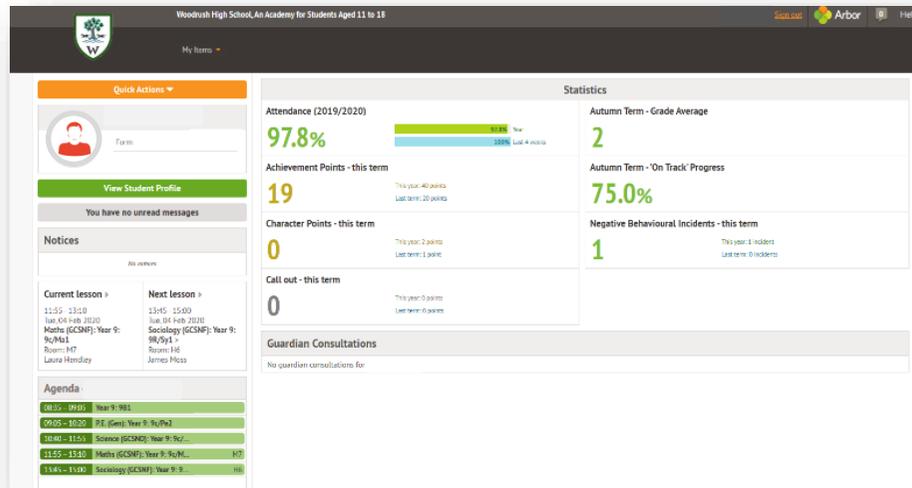
Woodrush High School

An Academy for Students Aged 11-18

Parent Portal



Your Child's Dashboard



Logging in for the first time

To log into the Parent Portal for the first time and view your child's dashboard, you will need the email sent from us to welcome you to Arbor. **We also recommend that you log in for the first time on a desktop computer, using Chrome as your web browser.** This email will confirm your username (your email on school record) and a link for you to click on that will take you directly to your schools' Parent Portal site.

Dashboard - Statistics

The dashboard is the first screen that you will see. This gives a quick glance of the student's daily timetable, achievement and behaviour incidents, notices, current attendance and progress. You can return to this page at any time by clicking on the school's logo or choosing Dashboard from any menu.

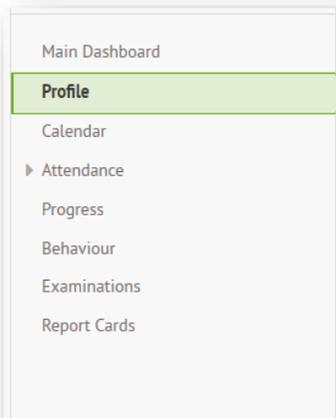
A Parent / Guardian of Multiple Children

If you are the Primary Guardian for more than one child in the school, you can access and view each child through the same portal by clicking on the name at the drop-down menu with the children's names in the top-left of the home page, then change sibling. On doing this for the first time, you will need to enter your other child's date of birth to access their dashboard.

Available data on your child

We have granted access to different elements of your child's profile. You will be able to click on different parts of the home page to view more data on your child. (See below) For example, clicking the attendance percentage will bring up the attendance page which breaks down the attendance figures into present, late, or absent.

Features – My Items



Profile

This allows you to see basic information about your child, and highlights any unread notices or actions needing to be completed. You will be able to amend details such as your contact details, medical information, consents, and so on.

Calendar

This shows the student's calendar for the academic year, including their timetable and school events they are involved in as well as detentions. This will soon include trips, enrichment and after school clubs as these features are added to the system.

Attendance Summary

Attendance statistics and recent attendance for the academic year are shown here. Each day is made up of two sessions (am and pm). These together give a child's percentage attendance. The school's expectation is that this is at least 96% in any academic year.

Behaviour

Here you can view achievement and character points awarded to your child. You can also see behaviour incidents, as well as comments that may have been written about the incident. Achievement and Consequences details can be found in student planners. (C1 incidents are warnings and not sanctioned, so please support the school in speaking to your child about these incidents)

Examinations

In this section, you can view and download the student's Exams timetable for the current year. This is available for both KS4/ KS5 Public Examinations in the summer as well as Internal Mock Examinations in the spring.

Report Cards (Student Progress)

All the reports that are published for your child will be held in this section. Your child will receive three reports in each academic year.



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Arbor App



The Arbor APP

The Arbor App brings all the functionality of the desktop Parent Portal to your phone. It will enable us to communicate to our parents in a much easier and convenient fashion.

The Arbor App will allow parents to check in on their child's attendance, behaviour & academic progress.

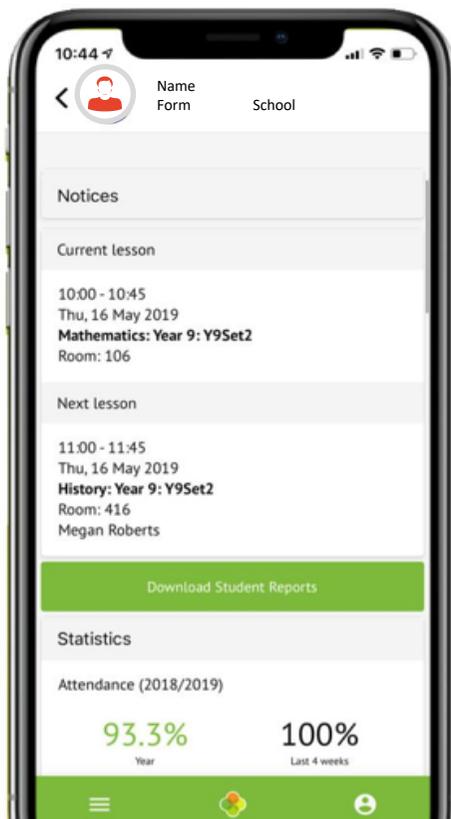
With the Arbor App, we can:

- Get in touch with you easily and conveniently
- Eliminate the need for paper communication with in-app messaging and live updates - helping to improve security & reduce the workload of our staff
- Ensure an effective communication route is in place for all parents

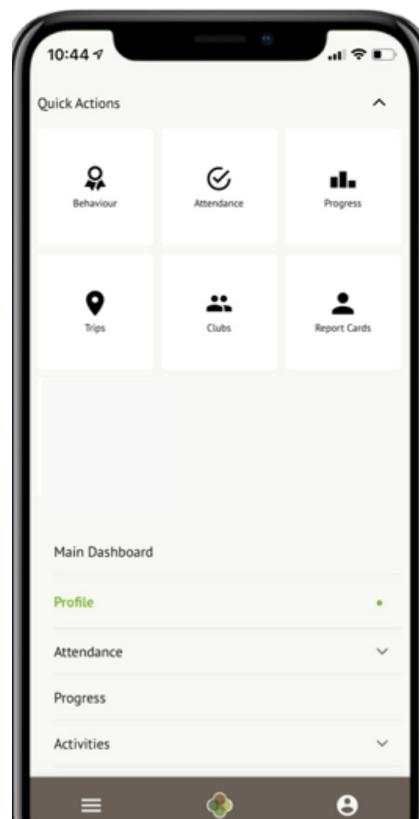
Parents & Guardians can:

- Check key attendance, behaviour & progress data for their child at any time of the day

Check on your child from anywhere



Access all your info in one place



Downloading: Android



IOS



Please allow Push Notifications so you can see messages sent from the school

Logging In

- The school will send all parents login information by email
- The first time you log in to the Arbor App, you will be asked to read and confirm Arbor's terms and conditions. Please read Arbor's terms and conditions and select '**Accept**' if you agree.
- Verification will be needed using your child's date of birth
- From the App you can request to update your child's personal information (confirmation of change will be needed), access notices and look at live information about your child.

Troubleshooting

If you are having trouble accessing either the school parent portal or the parent App, please do not hesitate to contact us at school so we can help.