ST BOTOLPH'S C OF E PRIMARY SCHOOL

25th April 2022

Dear Parents/Carers

Along with all of the other schools in our Trust, we have recently changed our Management Information System (MIS) to Arbor. Arbor is an extremely secure cloud-based system, which eliminates the need to store personal information on school systems.

For more information on Arbor, please visit: https://arbor-education.com/

Arbor not only provides an efficient MIS but also offers a Parent Portal and app, which will enable you to access your child's details at any time and see current information on their progress and attendance. You will be able to see easily if there is any data missing from our system and can update details directly through the portal, ensuring we always have the most up-to-date information for you and your child. We will also use Arbor as our primary method of communicating with you via email or text message.

In time, there will be more functions available to you through the portal, eliminating the need for lots of different apps/websites. You will be able to make payments for trips, events, school meals and Breakfast and After School Clubs, as well as book your parent consultations. We will let you know when to stop using ParentPay; all balances will be transferred to Arbor.

You will receive an email from Arbor by the end of this week, providing you with your login details for the Parent Portal. As this may be the first email you have received from Arbor, please check your spam/junk folders if you have not received it by Friday. Your username will be your email address, as held on our records, ie the one to which we are sending this message.

Please follow the link in the welcome email and complete the registration process. Once you have logged in for the first time, you will then be able to download the Arbor App for easy use on your smartphone. We urge parents to download the app, as it enables us to send free SMS messages to those with it, therefore saving our school money!

For more details on the Parent Portal, please see the attached leaflet, visit A-quick-introduction-to-Arbor-for-guardians-and-parents or watch the following short video: https://youtu.be/kFCuC1NyH5U

We are sure that Arbor and the Parent Portal will be of great value to our school. Don't forget to look out for your welcome email!

Please do not hesitate to contact the School Office if you have any concerns or questions.

Kind regards

Mrs A Chitty
Head Teacher