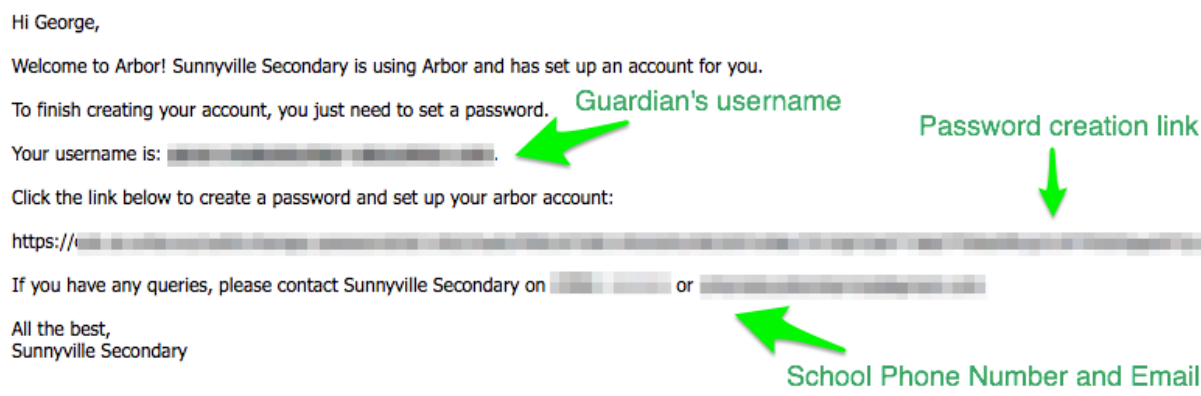


## The Arbor Parent Portal quick introduction

### Logging In For the First Time

To login into the Parent Portal for the first time and view your child's dashboard, you will need the email that came from your school 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.



On your first login only, you will need to enter your child's date of birth to access the dashboard.

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

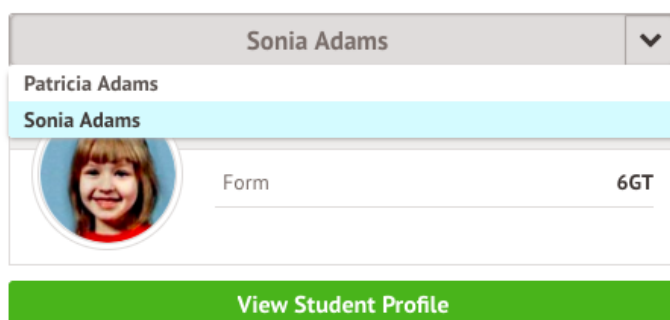
**Profile** - this allows you to see basic information about your child, and highlights any unread notices or actions needing to be completed. You will be able to amend details such as your contact details, medical information, consents, and so on.

**Guardian Consultations/Parents Evenings – SOON TO BE RELEASED** - The **Guardian Consultations** section allows guardians to book time for Parents Evening meetings by selecting one of the available time-frames as per the School's setup.

**Report Cards – SOON TO BE RELEASED** - All the report cards that your school has published for your child will be available here.

**Accounts** - The **Accounts** section loads the student's current Meals balance at the school. Should the amount display a balance in red, the account would be in debt whilst if the amount shows in black, the account would be in credit.

**Being a guardian for 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.