

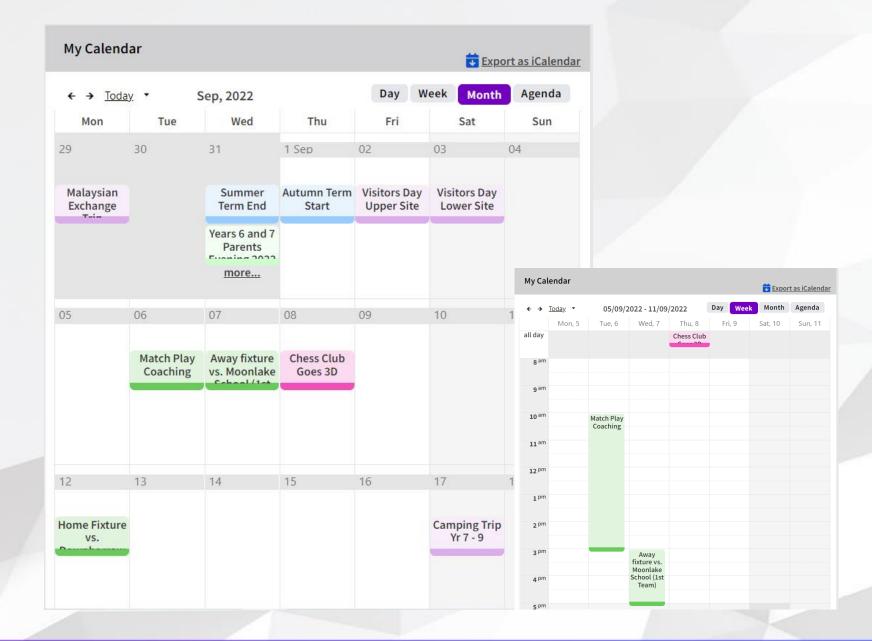
Parent Portal Training

Key Features Overview

Features Daybook Lesson Plans Attendance Academic Reports Calendar Pupil Information Parent Parents Evening Portal Data Review Activities My Details Notices Fees Documents

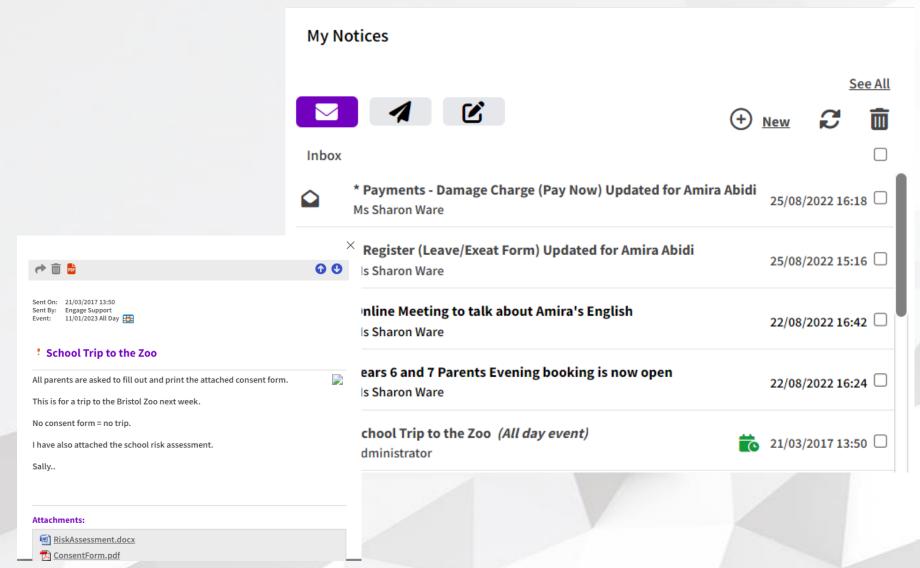
Calendar

- View the School Calendar
- View a personal Calendar
- Daily, weekly, monthly and agenda views available
- Be invited to view **shared** calendars, e.g. Football Team
 Fixtures, Art Club
- Book meetings with Teachers
- Import and Export Calendar using iCal formats
- Add recurring events



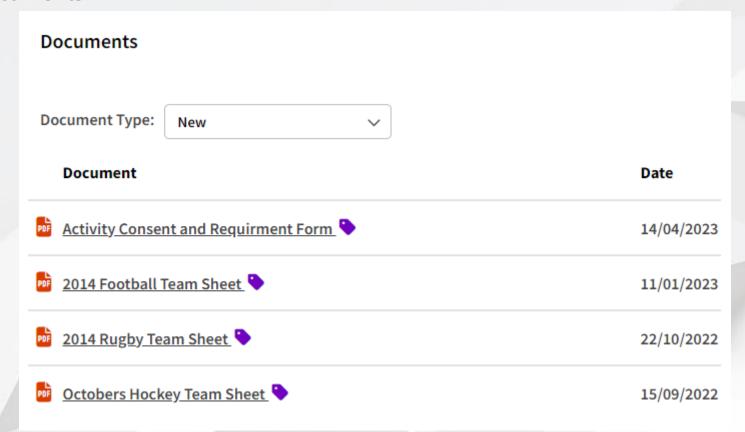
Notices (Messaging)

- Receive important notifications about your child and the school
- Add notices to diarised events
- Send Attachments
- Send/receive messages to teachers



Documents

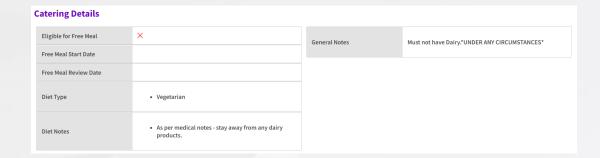
- View important documents uploaded by the school
- View documents by categories
- Print and save documents



Pupil Information

View important **information** about your child including:

- Contact Details
- Medical Info
- **Dietary** Requirements
- Transport Info



Transport Details										
Free School Transport	×	Travel Route	Parents tend to come in on the A37							
Travel Type	Car - Parents	Travel Notes								
Travel From	Bristol									
Pickup Location	N/A									
LEA Provided Transport	×									

Contact Details

Mr Mohsen Abidi Send Notice Joint Parent Language: Name Mohsen Abidi Profession Solicitor **Contact Name** Mr Mohsen Abidi DNI/NIE Greeting Mr Abidi DNI/NIE 2 Relationship Father **Urgent Notes** Stays with guardians at weekends Bayan Block 3 Address Street 2 Villa 7 Kuwait

Email Addresses

Dad Work	Dad@work.com ✓
Home	Dad@home.com ✓
Staff Email	Dad@staff.com

Telephone Numbers

Dad Mobile	441935403020
Home	+965 2571 4342

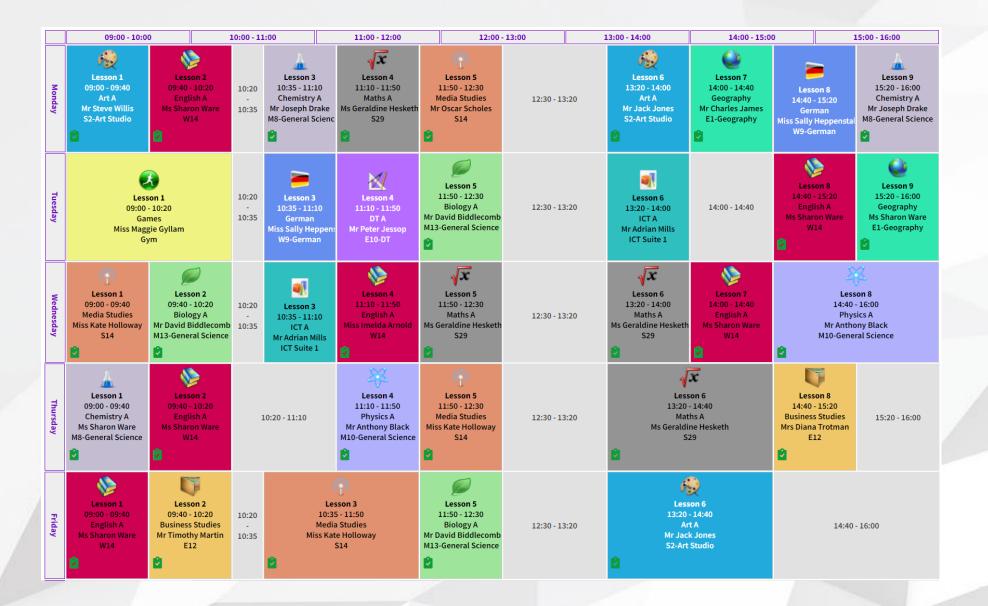
Medical Details

NHS Number	K8769876
Allergies	Bananas Lactose Intolerance
Ailments	Hayfever
Medication	Allowed Ibuprofen Allowed Paracetamol Piriton
Doctor`s Details	Dr Timothy Ballard, Preston Surgery: 01935457854

In the case of Amira being exposed to milk products it is important to contact her doctor (Timothy Ballard) within 2 hours to check on her histamine levels.

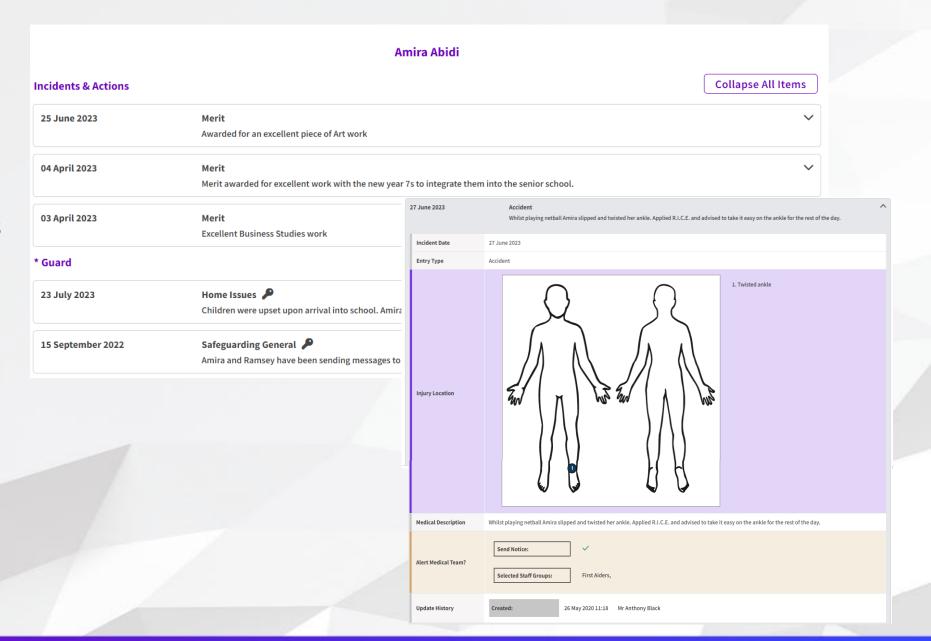
Timetables

- View your child's weekly timetables
- View your child's weekly **Activities** timetables
- View your child's Lesson Plans and homework
- Export timetables to PDF for printing



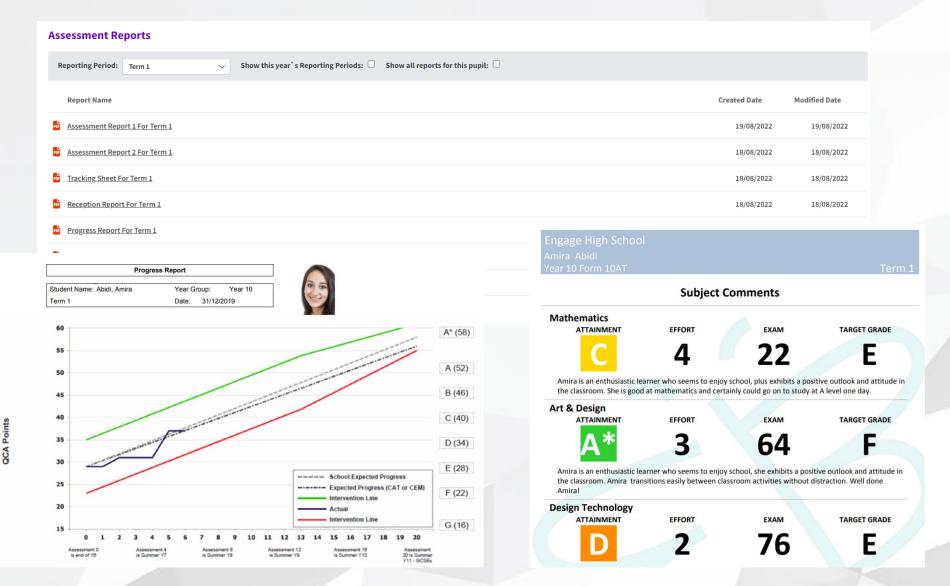
Daybook

- View **Daybook** entries for your child including:
 - Achievements and awards
 - Incidents and Actions
 - First Aid Incidents
- Receive notifications about new entries
- Filter records by Daybook types and dates



Academic Reports

- View current and historic academic reports
- Filter reports by Reporting periods
- Easily download and print them to PDF



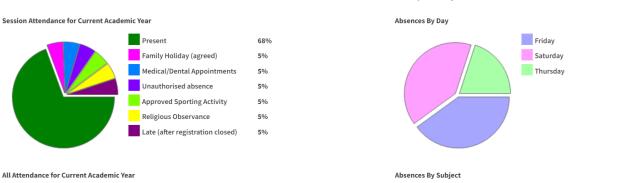
Attendance

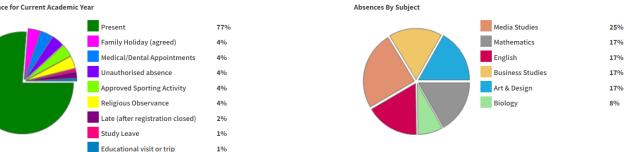
- View weekly attendance for your child
- View Session and Class Attendance
- View detailed attendance pie charts

Attendance

			Session	Class										
ek Beginning	Day of Week	Morning	Afternoon	Early Evening	Lesson 1	Lesson 2	Lesson 3	Lesson 4	Lesson 5	Lesson 6	Lesson 7	Lesson 8	Lesson 9	1
	Monday	1	1		1	1	1	/	1	1	/	1	1	
	Tuesday	1	1		1	1	1	/	1	1		1	1	
	Wednesday	1	1		1	1	1	/	1	1	/	1	1	
September 2022	Thursday	1	1		1	1		/	1	1	/	1		
	Friday	O	O		1	1	1	/	1	1	/			
	Saturday	1	1											
	Considered													

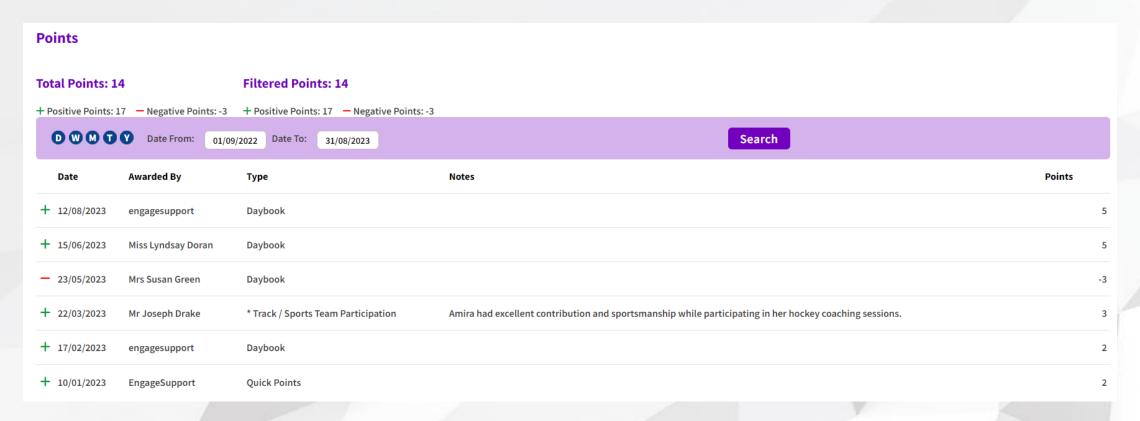
This Years Attendance Group Summary





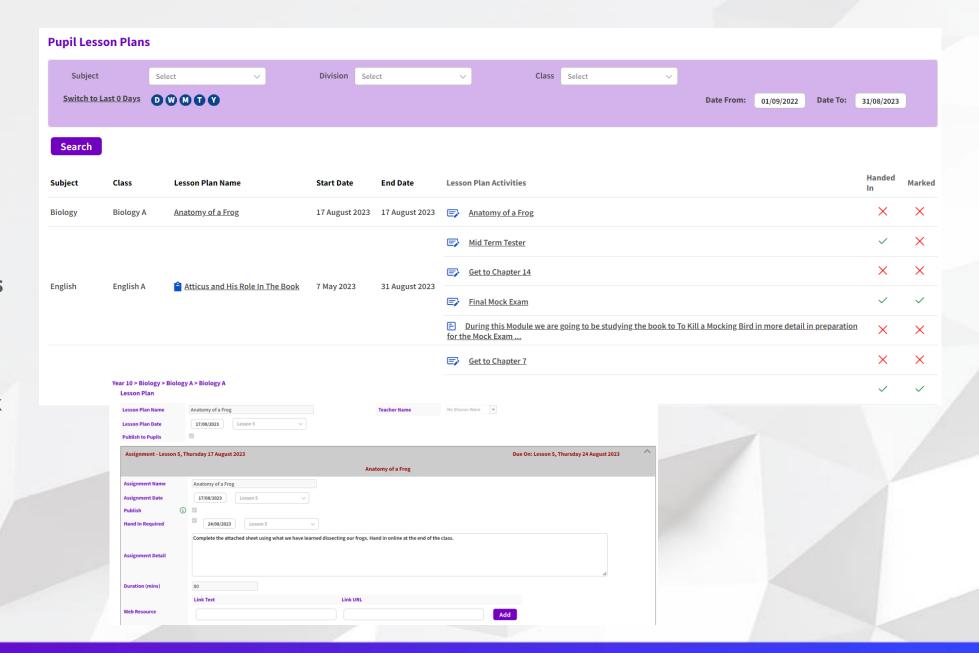
House Points

- View House Point entries for your child
- **Filter** Points by date ranges



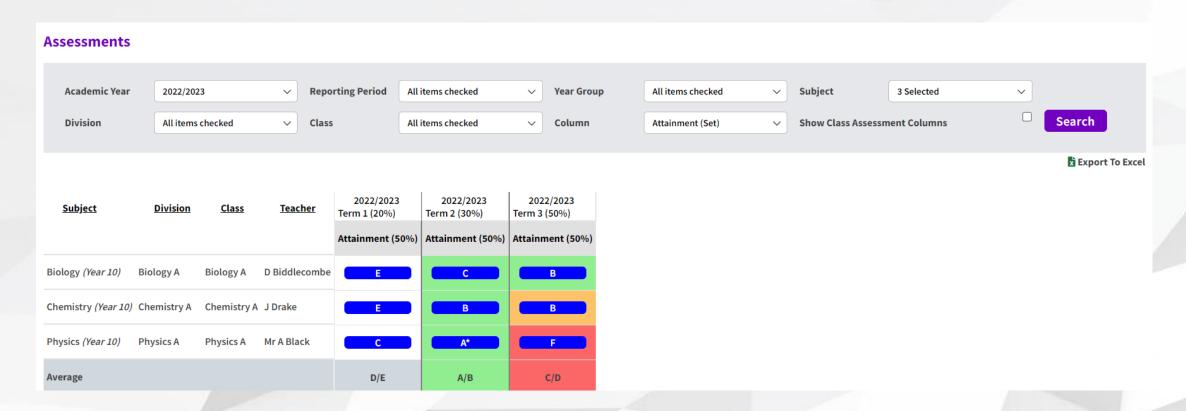
Lesson Plans

- View lessons and homework assigned to your child
- View homework grades and comments
- Receive notifications when new lessons and homework are assigned
- View if the homework has been completed and when



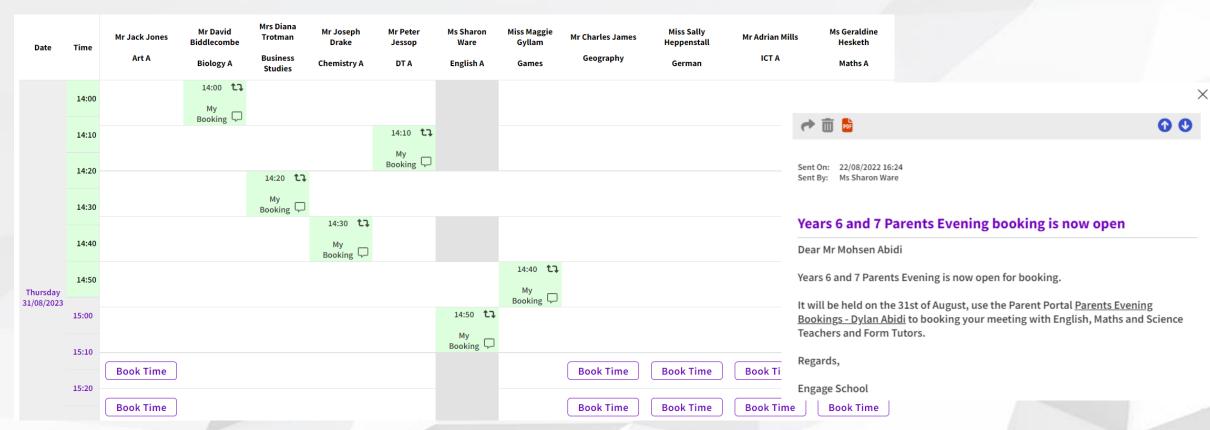
Marksheets

- View and filter grades for each subject
- Easily view term on term **progress** per subject and overall averages with colour coding
- Export data to Excel



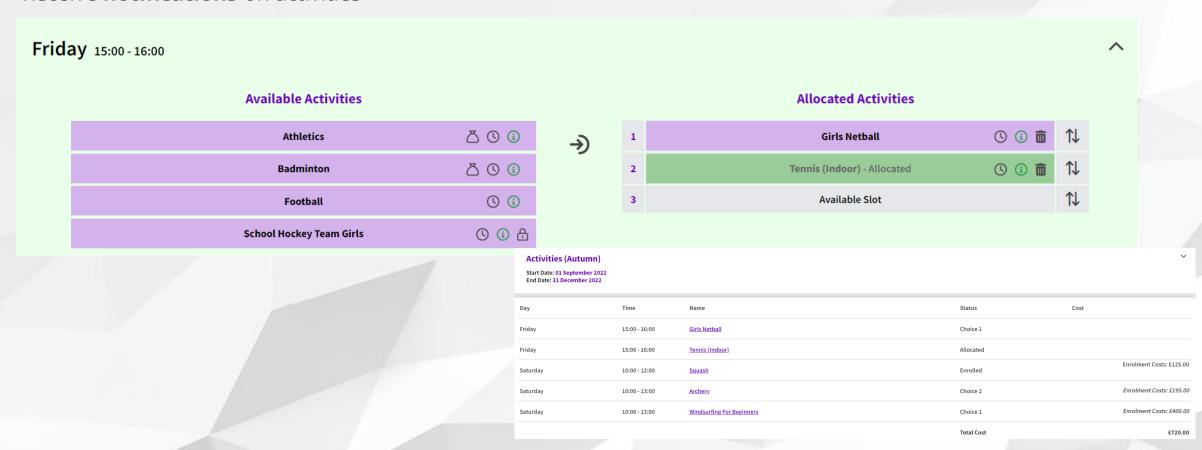
Parents Evening

- Easily book your own slots with each teacher
- View and print meeting times and information
- Receive notifications and updates about the Parents Evening



Activities

- View and book activities online
- View timings, capacities and costs
- Receive **notifications** on activities



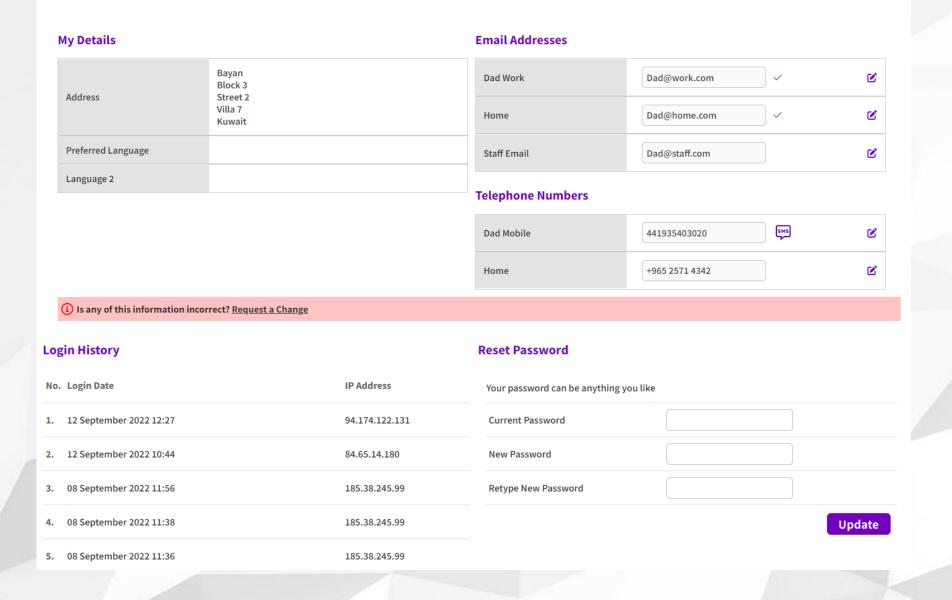
My Accounts

- View outstanding account balances
- View, download and print invoices and archived invoices to PDF
- View, download and **print receipts** and **archived** receipts
- Pay invoices via PayPal (if School have it enabled)

	Outstanding Invoices / Credits	Invoice	/ Credit Date	Payment Du	Payment Due Date Invoi		oice / Credit Amount	Outstanding Amount	Pay Invoice	
	outstanding invoices / credits		/ Credit Date	Payment Due Date		IIIV	oice / Credit Amount	Outstanding Amount	Pay IIIVOICE	
POF	<u>Invoice 5689</u>		022	09/10/2022		£925.00		£925.00	Pay Now	
	Invoice 5301		022	14/09/2022		£4,785.00		£4,785.00	Pay Now	
POF	Invoice 4918	10/03/2		Engage Se	chool		£4,785.00	£4,785.00	Pay Now	
POF	Invoice 4527	01/07/2	Mr Mohsen Abidi	Double First House, Oxford Road, Yeo Telephone (01935 403000) Email: Su			£4,785.00	£4,785.00	Pay Now	
POF	Invoice 4144	31/03/2	Bayan Block 3 Street 2 Villa 7 Kuwalt		Code : ABID01 Date : 29 August 2022 Term :		£10,119.50	£10,119.50	Pay Now	
POF	Invoice 3761	01/12/2	PLEASE NOTE: 1. This account is due for payment on or	Abidi, Amira - Year 10	Balance brought forward	£37,933.25	£10,119.50	£10,119.50	Pay Now	
POF	Credit 3758	03/09/2	This account is due for payment on or before the first day of the term to which it relates. Late payment of accounts will incur an interest surcharge unless prior arrangements have been made with the Bursar.	Extras Activities (Spring) - Windsurfing For Activities (Summer) - Windsurfing For Activities (Autumn) - Squash	Beginners or Beginners	£400.00 £400.00 £125.00	-£1,350.00	-£1,350.00		
			Direct payment to the school's bank is favoured: Sort Code: 12-34-56 Acc No. 12345612 Acc Name: Double First Ltd Please use your code as the payment reference.							
			Cheques, payable to Double First Ltd, should be sent with the the remittance slip below. A child may only be withdrawn from the school if the Headmistress is given one term's notice in writing or if one term's fees are paid in lieu of notice.							
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My Details

- Update your contact details easily
- Request any changes to yours or your child's information
- View login history
- Reset passwords



Data Review

- Review and update your contact details easily
- Review and update or request any changes to yours or your child's information

