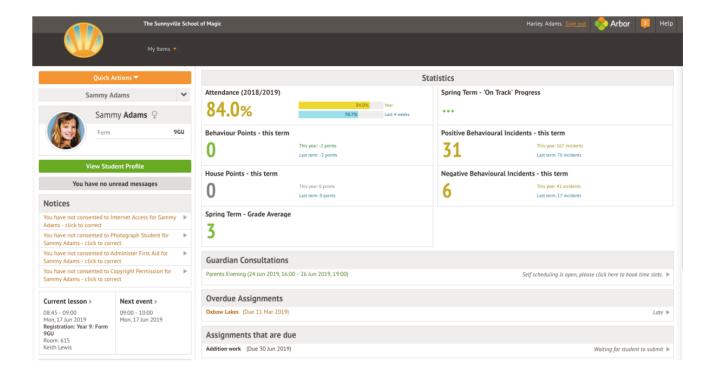
Arbor Parent Portal Quick Guide



Information about your child - Dashboard



The dashboard is the first screen that you will see. This gives a quick glance of the student's daily timetable, behaviour points, notices, current attendance, and progress.

You can return to this page at any time by clicking on The Hart Schools logo or choosing Dashboard from any menu.

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.

When you do this for the first time, you will need to enter your other child's date of birth to access their dashboard.

You can click on the help icon [?] at the top right of the page at any time to access the Help Centre.

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What you will be able to see 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, consent, and so on. This is the place to keep your data up to date. We will no longer send out paper requests for data updates. Everything will be done through Arbor.

Calendar

Shows the student's calendar for the academic year, including timetables and events.

Attendance by Summary

Statistics and recent attendance for the academic year as shown.

Attendance by Date

A breakdown of the student's attendance, day by day with the mark.

Progress

Provides up-to-date student attainment progress using a table and chart.

Behaviour

Here you can view the positive and negative behaviour points given as well as further information about the incident.

Report Cards

All the report cards that the school publishes for the student will be available here.

Updating your details

From the main dashboard click on View Student Profile, here you can see all the information about your child. You will also see in the notices section if any information is missing.

If you want to add in the information from a notice, you can do this by clicking on the notice directly.

To update information, click on the detail you would like to update and click edit. You can then update the details and click save changes.

You will be able to click on different parts of the home page to view more data on your child. For example, clicking the attendance percentage, will bring up the attendance page which breaks down the attendance figures into present, late, or absent.