



Blackbrook School

Aspiration Fairness Kindness Responsibility Teamwork
Headteacher: Mr Daniel Seviour BA (Hons) PGCE NPQH

Thursday 5th September

Arbor Parent Portal

Dear Parents,

This is a letter regarding the Arbor App that we use to manage pupil information and communicate with parents.

Using the Arbor Parent Portal app, parents are able to book school lunches for their children, make payments for trips and clubs that are offered, book Parents' Consultations and manage parental consents. This is also where you can update important information about your child including medical and dietary requirements. You can also report your child's absence through the app (or leave a message on the absence line). We would therefore encourage all parents to download the Arbor app and access the parent portal.

Following is a link to the [school website](#) outlining how to download the Arbor app and a welcome email will be sent containing your login details. If you have any queries about using the app, please feel free to come to the School Office.

Please see the below links about booking school lunches and paying for school trips:

<https://support.arbor-education.com/hc/en-us/sections/12209476383517-Parent-Portal-and-App-Payments-School-Shop-Meals-Clubs-and-Trips>

<https://support.arbor-education.com/hc/en-us/articles/204177771-Topping-up-accounts-and-viewing-payments-in-the-Parent-Portal#:~:text=To%20see%20accounts,the%20credit%20notes>

May I also take this opportunity to welcome you once again to the school. Feel free to contact the School Office by email, over the phone or in-person if there is anything we can help you with.

Best Wishes,

Miss S Awon

Senior Office Administrator