



Chilmington Green School
The best in everyone™
Part of United Learning

Arbor

Parent/Carer Portal

A how-to guide

Please note that this guide references Wye School in places. All guidance applies to both schools.

Log in

[Forgotten your password?](#)
[First time logging in?](#)

Log in

Powered by  **Arbor**

What is Arbor Parent Portal?

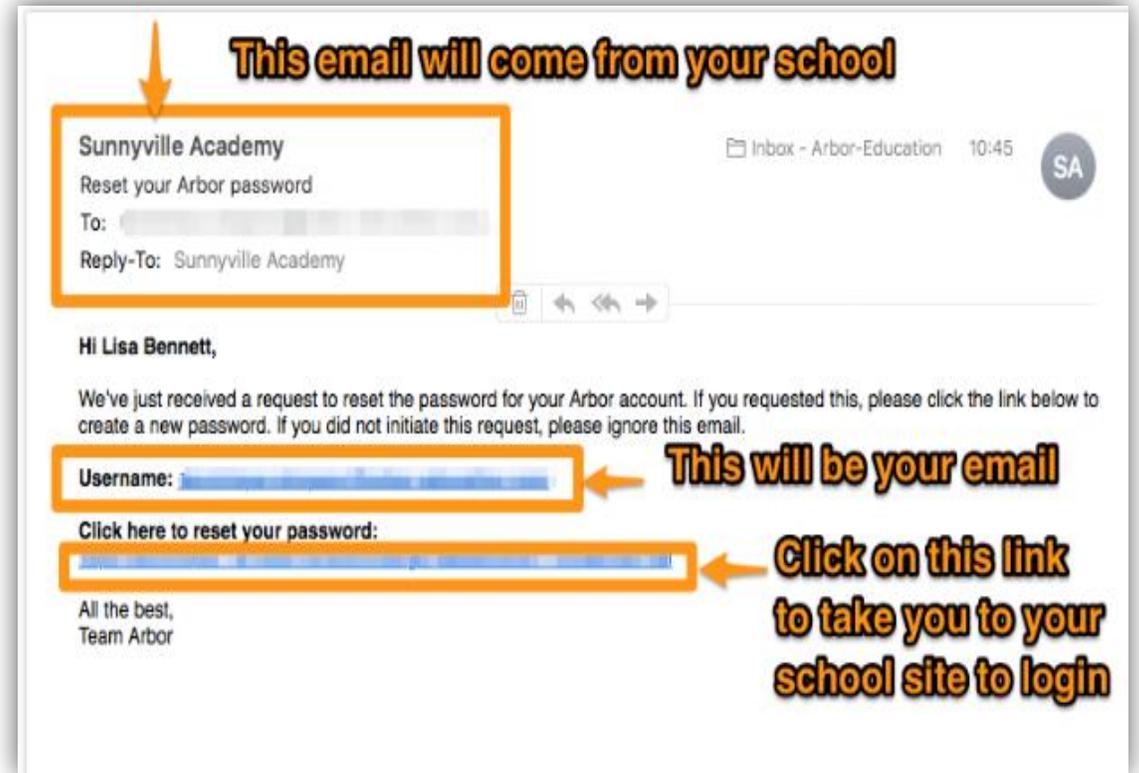
Arbor Parent Portal will allow you to have an overview of your child's timetable, attendance, progress, achievements and behaviour at any given time. It is linked to our school software system and will be updated in real time. Following the new GDPR regulations, Arbor Parent Portal will allow you to see what information we hold about your child. This is where you will need to import contact details, home address and emergency contact phone numbers.

How do I log-in to Arbor Parent Portal?

When your child first joins Chilmington Green School, you will receive an email with log-in details inviting you to log into Arbor Parent Portal. The log-in details will be sent to the email address you provided to the school when you first registered your interest with us.

NOTE Arbor is optimised for Google Chrome and may not work if you are using Internet Explorer. Google Chrome is a free web browser which can be downloaded at the following address: <https://www.google.co.uk/chrome/> If you choose to log-in to Arbor on your phone or your tablet, note that it may not work unless your phone or tablet is powered by Android operating system. If your system is IOS, you will need to download Google Chrome through the App Store. It is also free.

The email you will receive will contain your username (your email) and a link for you to click on that will take you directly to the schools' Arbor site.



Log-in to Arbor on Google Chrome (free to download on app stores and computers)



Browse fast

One fast, simple, and secure browser for all your devices.

DOWNLOAD CHROME



Log in

[Forgotten your password?](#)
[First time logging in?](#) **Log in**

Select "First time logging-in"



My Items ▾

Quick Actions ▾

Bart Simpson ▾



Bart Simpson

Form

10 Olantigh

View Student Profile

Guardians of

Homer Simpson

Marge Simpson ▶

Patty Bouvier

Notices

Bart does not have a transportation method recorded - click to correct ▶

Bart does not have a religion recorded - click to correct ▶

You have not consented to 1. Consent for the Use of Biometric Information in School for Bart - click to correct ▶

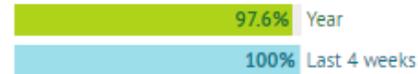
You have not consented to 2. Consent for School Trips & Other off Site Activities for Bart - click to correct ▶

You have not consented to 3.1 Consent for the Use of ▶

Statistics

Attendance (2017/2018)

97.6%



Achievements - this term

3

This year: 6 points
Last term: 1 point

Summer - Grade Average

5

Summer: 4.9
Previous Term: 4.37

Summer - 'On Track' Progress



Summer
Previous Term

Guardian Consultations

No guardian consultations for Bart Simpson

Current lesson ▶

15:00 - 16:00

Wed, 06 Jun 2018

Biology: Year 10: 10 set 2 Bio >

Room: Lab 4

Mrs Edna Krabappel

Next lesson ▶

08:20 - 08:30

Thu, 07 Jun 2018

Year 10: 10 Olantigh >

Room: K/S3 - MFL

Mr Ned Flanders

Agenda - Bart Simpson ▶

08:20 – 08:30 Year 10: 10 Olantigh K/S3 - MFL

08:30 – 09:30 Chemistry: Year 10: 10 set 2 chem Lab 1

09:30 – 10:30 English Lang: Year 10: 10ELanSet3 Rm 11 - English

10:50 – 11:50 Personal,Social: Year 10: 10c PSHE Rm 9

11:50 – 12:50 Photography: Year 10: 10Opt2Photo Art 2

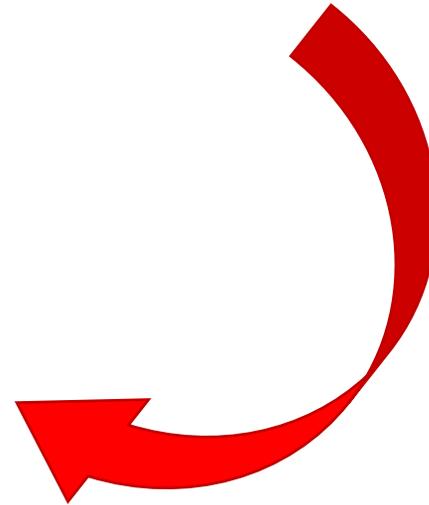
13:40 – 14:00 Year 10: 10 Olantigh K/S3 - MFL

14:00 – 15:00 French: Year 10: 10Opt3French K/S2 - MFL

15:00 – 16:00 Biology: Year 10: 10 set 2 Bio Lab 4

[Download Student Reports](#)

Screen you will see when you scroll down.





Clicking on the school logo at any time will bring you back to this screen (called the "Dashboard" screen)

Quick Actions

Bart Simpson



Bart Simpson

Form

10 Olantigh

View Profile

Guardians of

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Notices

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Statistics

Attendance (2017/2018)

97.6%

97.6% Year

100% Last 4 weeks

Achievements this term

3

Access Lisa and Maggie by clicking on the arrow.

Guardian Consultations

No guardian consultations for Bart Simpson

Summer - Grade Average

5

Summer: 4.9

Previous Term: 4.37

Summer - 'On Track' Progress

...

Summer

Previous Term

Clicking on Bart's picture will access his full profile.

Clicking on any of the notices will open a slide out pane where you will be able to consent/import/correct information etc.



My Items ▾

Bart's page

Main Dashboard

Profile

Calendar

▶ Attendance

Progress

Behaviour

Report Cards



Bart Simpson

Form	10 Olantigh	Year	Y10
Tutor	Edna Krabappel		

Notices

- Bart does not have a transportation method recorded - [click to correct](#) ▶
- Bart does not have a religion recorded - [click to correct](#) ▶
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- You have not consented to 2. Consent for School Trips & Other off Site Activities for Bart - [click to correct](#) ▶
- You have not consented to 3.1 Consent for the Use of Photographic Images: all promotional and advertising materials including prospectus for Bart - [click to correct](#) ▶
- You have not consented to 3.2 Consent for the Use of Photographic Images: external news providers (online and print) for Bart - [click to correct](#) ▶

Student Details

Name	Bartholomew JoJo "Bart" Simpson	▶
Gender	Male	▶
Date of birth	1st April 2002	
Country of birth	United States of America	▶
Nationality	American	▶
Ethnicity	Refused	▶
Religion	Not recorded - click to add	▶

Instructions

This page lets you add and edit information and guardian details for **Bart Simpson**

To add new information or new guardians, simply click 'Add' at the top right of each section or use the Quick Actions below.

Information that can be edited is marked by an arrow at the right hand side of the line that the information is on. Simply click anywhere in the line and an editing pane will slide out.

Quick Actions

Amend any of Bart's details by clicking on the small arrow.



Screen you will see when you scroll down.

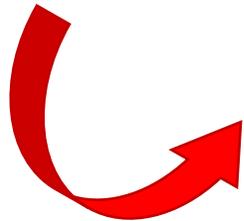
Update Bart's medical info here.



Medical		+ Add
Doctor	Dr Nick Riviera	▶
Allergies	None recorded - click here to add	▶
Medical conditions	None recorded - click here to add	▶
Immunizations	None recorded - click here to add	▶

It is really important that **medical information** are updated by yourself as we do not organise data collection.

Consent to school consent forms here.



Consents	
1. Consent for the Use of  Biometric Information in School	▶
2. Consent for School Trips &  Other off Site Activities	▶
3.1 Consent for the Use of  Photographic Images: all promotional and advertising materials including prospectus	▶
3.2 Consent for the Use of  Photographic Images: external news providers (online and print)	▶
Wye School Home-School Agreement	Consented by Homer Simpson May 2018 ▶

When clicking on the consent form you will have the opportunity to consent or refuse. Please make sure you give us an answer regarding the consent forms as otherwise your child may miss out on some great opportunities.

Screen you will see if you keep scrolling down.

Student Contact Details		+ Add
Home number	555-3223	▶
Home address	Lives with Homer Simpson, Marge Simpson, Lisa and Maggie Postal address hidden - contact school office to update.	01 Sep 1989 - ongoing

Family, Guardians & Contacts		+ Add
Homer Simpson		
Marge Simpson	Mother (natural or adoptive) 555-3223 (Home) 777-4568 (Mobile) m.simpsons@mg.com (Personal) 742 Evergreen Terrace, Springfield, NV 89011 Access Options Primary guardian Can collect Emergency contact	▶
Patty Bouvier		

Clicking on the arrow will take you to your profile (parent's profile) – here Marge Simpson



My Items ▾

- Profile
- Calendar
- Progress
- Report Cards

Marge Simpson

User Details

Username **m.simpson@mg.com**

Password *********

Identity

Name **Mrs Marge Simpson**

Relationship to pupil **Mother (natural or adoptive)**

Legal guardian **Yes**

Primary guardian **Yes**

Can collect **Yes**

Emergency contact **Yes**

Preferred contact method **No Preference**

Contact details

[+ Add](#)

Home **555-3223**

Mobile **777-4568**

Personal email **m.simpson@mg.com**

Home address **742 Evergreen Terrace
Springfield
NV 89011**

01 Sep 1989 - ongoing

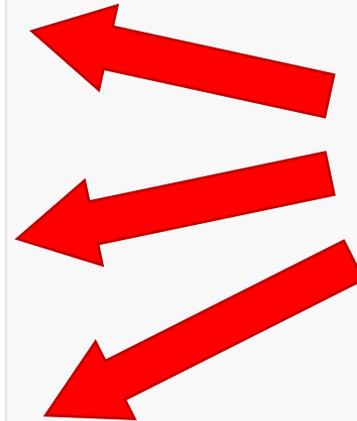
Bart Simpson lives here

This is a correspondence address

You can change your password to something more memorable.



Amend any of your details by clicking on the small arrow.





My Items ▾

Bart's page

Main Dashboard

Profile

Calendar

▶ Attendance

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Clicking on any of the above will give you more details.



Bart Simpson

Form	10 Olantigh	Year	Y10
Tutor	Edna Krabappel		

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Quick Actions ▾



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Bart Simpson

Form **10 Olantigh** Year **Y10**

Tutor **Edna Krabappel**

2017/2018

17 Apr 2018 **Year 10 Summer Report** ▶



Clicking on the small arrow will open a slide out pane where you will then be able to download the report.

Q&A

What information do I need to fill-in?

We would advise you fill in all guardian details information including email addresses, medical information, country of birth, ethnicity, language and nationality. Note that only one parent/guardian will have been created by us and you will need to create additional parent/guardian in order to fill in their information.

Q&A

I do not want to disclose particular information (for example “Country of birth”), what should I do?

Do fill in the category as the drop-down menu will have an option called “Refused”. It is very important for us that it is filled with “Refused” so we know you haven’t missed a category.

Q&A

How often do I need to log into Arbor Parent Portal?

You can log-in as often as you wish to monitor your child's progress, attendance, achievements and behaviour. We would recommend however that you log-in and update your child's information as soon as they change so that we have the most recent information if we need to contact you. Note that to be compliant with the new GDPR legislation in place, we do not organise contact details collection anymore and it is your responsibility to keep us updated of any changes.

Q&A

I have lost my password, what should I do?

If you have forgotten your password select the option 'Forgotten your password?' This will take you to a second screen where you can enter your email to generate a new password. If this doesn't work, please contact the school at info@chilmingtongreenschool.org.uk

Q&A

I do not have access to IT facilities/require special access arrangements/cannot log-in due to technical issues, what should I do?

If you are unable to import your child's information, you will need to make an appointment at reception or by emailing info@chilmingtongreenschool.org.uk

Note that we will not be able to process information sent by email or over the phone. On the day of the appointment you will need to bring all the information needed such as telephone numbers, home address, emergency contact details, medical information and doctor's practice number and address.