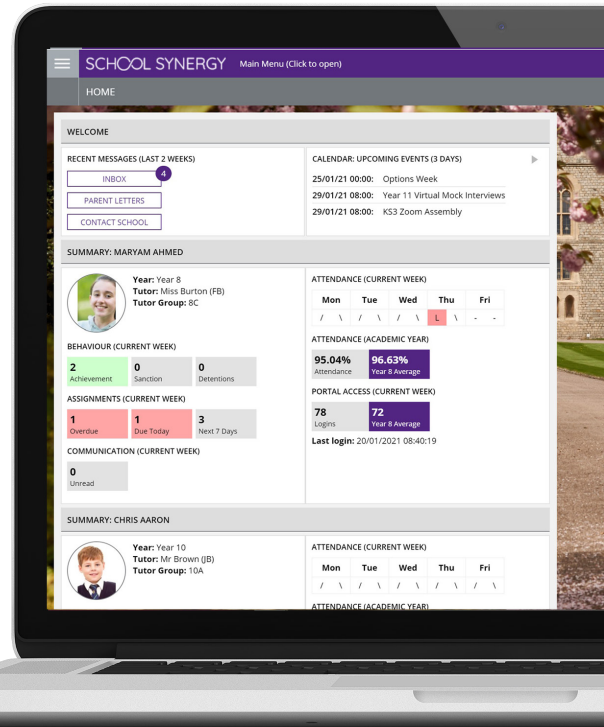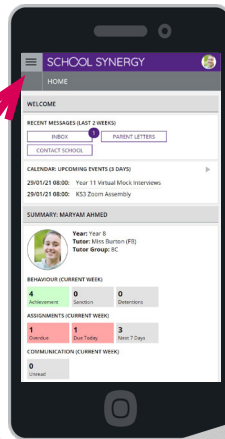# SCHOOL SYNERGY

The Parent Portal

The Parent Portal is your quick one-stop access to school information.

Your one-page dashboard displays your messages, upcoming events and parent letters. Below this is a summary of recent behaviour, punctuality and assignments/homework for each of your children.
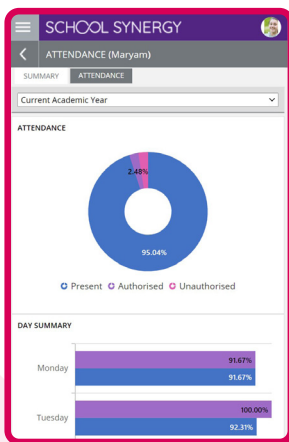
Use the Main Menu to access more detailed information and reports.

Take a 2 minute tour of the Parent Portal
https://vimeo.com/506028955/89e980e50f
or scan this QR code with your phone

What other information can I see in my Parent Portal?

Timetable
View your child's school timetable

School Calendar
Keep up to date with school events

Parent Letters
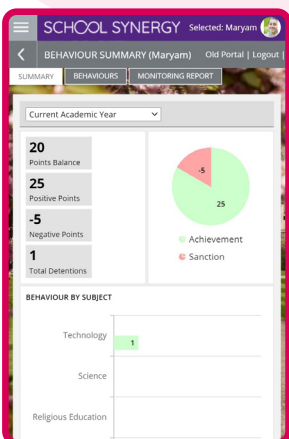View electronic versions of school letters

Communication
A record of all communication with school – all texts and emails, including replies

Attendance
See your child's recent and historical attendance

Behaviour & Achievements
View information on achievements and success along with areas for improvement

Class Work
View materials and resources shared with students in lessons

Homework & Assignments
Clearly see what is due and when. View details, instructions and files. Check grades of homework submitted

Parents' Evening
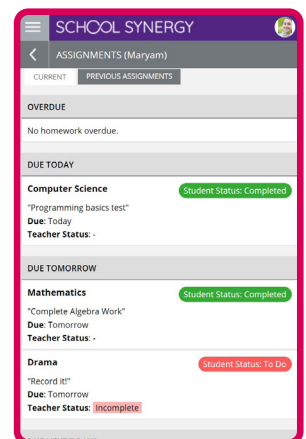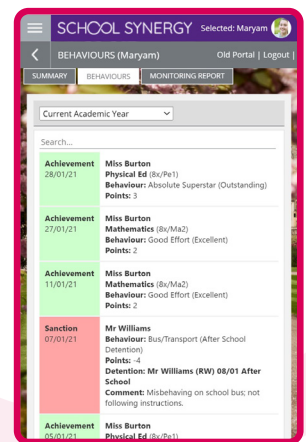Book appointments for parents' evenings and other school events

Documents
View and download documents such as progress reports or results

Assessment
Achievements recorded in school are shared so you know how your child is progressing
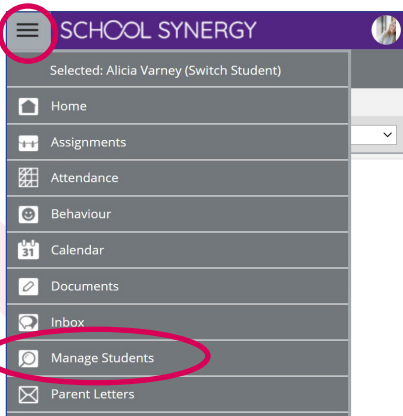
Parent Portal – How to Register

Student Codes are unique to you and your child and cannot be shared. Each parent or carer must have their own registration letter given by school. Contact school if you have not been issued with a code or would like a family member to have access.

Example registration code from school

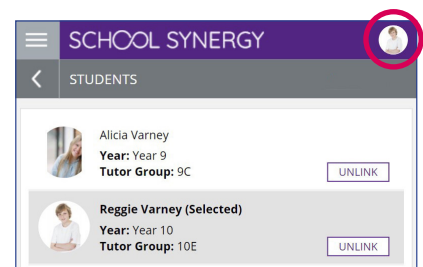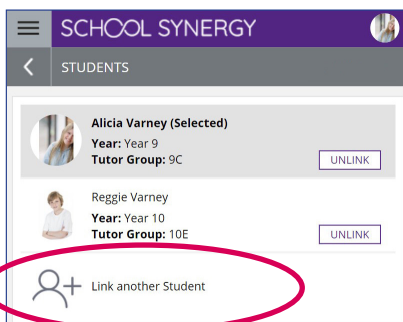| Parent/Carer:	Mrs M Amoso
Student:	Rosanna Amoso
Form:	10F
Student Code:	5377D-50-B8CB9-22

Register a New Parent Account

1 School will have sent you a letter with a unique student registration code for each child.

2 Follow the School Synergy link from the school website or copy from the school letter.

3 Click 'Register Parent Account'.

4 Fill in your details and student code.
Click 'Register'.

5 Click the activation and verification link sent to your email. Check your spam folder if not received within a few minutes.

REGISTER

Email
name@example.com

Confirm Email
name@example.com

Mobile number (Optional)
07823786365

Student Code
553D2 - 1468 - 66EEE - 233

Student Date of Birth
21/02/2007

Password   Re-enter password

Password Strength: Strong

REGISTER
BACK TO LOGIN

SCHOOL SYNERGY
Selected: Alicia Varney (Switch Student)
- Home
- Assignments
- Attendance
- Behaviour
- Calendar
- Documents
- Inbox
- Manage Students
- Parent Letters

Adding More Children to your Account

If you have more than one child at school, they can be added to your Parent Portal. You do not need to register again.

1 Log into the Portal, open the side menu and click 'Manage Students'.

2 Click 'Link another Student'.

3 Use the student code from your school registration letter and their date of birth.

4 The photo at the top of the Portal indicates the currently selected child.

Click the photo to select a different child and view their information.

Link Student   ×

Enter the unique "Student Code" provided by school and your child's date of birth.
Example code: **B181A-325-213NA-235**

Student Code
___ - ___ - ___ - ___

Date of Birth
Day   Month   Year

LINK STUDENT   CANCEL

SCHOOL SYNERGY
STUDENTS

Alicia Varney (Selected)
Year: Year 9
Tutor Group: 9C   UNLINK

Reggie Varney
Year: Year 10
Tutor Group: 10E   UNLINK

Link another Student

SCHOOL SYNERGY
STUDENTS

Alicia Varney
Year: Year 9
Tutor Group: 9C   UNLINK

Reggie Varney (Selected)
Year: Year 10
Tutor Group: 10E   UNLINK

Doing the right thing... *Making a difference*