



Styal Primary School

Valuing the Individual to Believe and Achieve

Dear Parents,

Arbor – School's Database

Styal School has a database called Arbor. This system allows you as parents to be able to log in and see your child's profile and their attendance record. You will be able to change details such as phone numbers, email, address etc. We will get an electronic notification in the office if you change anything so it informs us too.

Visits and parents evenings can also be organised through Arbor. This will enable you to complete permission slips online and book slots for parents evening.

You will receive an email from Arbor that will give you log in details. You will need to then:

- 1) Login to Arbor (you can change passwords etc at that stage if you wish). This will then take you directly to your child's profile.
- 2) Click on 'Schedule Parents Evening'.
- 3) This then opens up a window 'Book my Consultation'.
- 4) You can then select the time slot you would like. It automatically reserves this spot for you and we can see this end who has booked what.
- 5) Log out.

We appreciate that parents lead very busy lives and this will save paperwork having to be handed in by your child or your having to come into the office.

Kind regards

Nicola Gaulton

Headteacher

Styal Primary School