

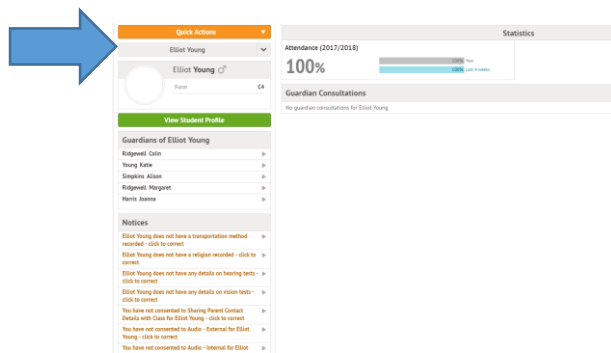
Using Parent Portal - Parent's Guide

Logging into Parent Portal

To login to your child's dashboard please go to <https://steiner-academy-exeter.uk.arbor.sc/>. You will need to use the email address you provided to the school to login. On your first login only, you will need to enter your child's date of birth to access the dashboard.

The dashboard

The dashboard is the first screen that you will see. This gives a quick glance of the student's daily timetable, meals, notices, current attendance and progress. You can return to this page at any time by clicking on the school's logo, or choosing Dashboard from any menu.



If you have more than one student in the school, you can access and view each student through the same portal by clicking on their name at the top and change sibling. (Shown by the arrow)

More details can be seen by clicking on the items on the page. For example, clicking the attendance percentage, will bring up the attendance page which breaks down the attendance figures into present, late, or absent.



Parent Portal Main Screen

To access the main portal, click on the student's picture. Here you will first be able to view a quick overview, the student's basic information and contact details. Any errors, such as missing information, will be shown on this page. These details

should be checked, and updated with any changes so that the school can have the correct information. You can also use the quick action button on the right (indicated with an arrow).

Calendar - Shows the student's calendar for the academic year, including timetable and events.

Monday	Tuesday	Wednesday
5	6	7
08:50 Mathematic...	08:50 English: Ya...	08:50 English: Ya...
09:50 Physical Ed...	09:50 Humanities...	09:50 Mathematic...
10:50 Science: Ya...	10:50 Humanities...	10:50 Mathematic...
11:50 Design Tes...	11:50 Science: Ya...	11:50 Humanities...
12:00 Lunch (1.2.0...	12:00 Lunch (1.2.0...	12:00 Lunch (1.2.0...
14:00 Art: Year 7: ...	14:00 Computer S...	14:00 Spanish: Ya...
	15:00 Endowment...	

Attendance by Summary - Statistics and recent attendance for the academic year.

Statistics for Academic Year 2014/2015	
Possible attendances	390
Present	369 sessions (94.62%)
Late	25 sessions (6.41%)
Authorised absent	10 sessions (2.56%)
Unauthorised absent	11 sessions (2.82%)

Attendance by Date - This is a breakdown of the student's attendance, day by day with the mark.

Statutory attendance by date: 01 Sep 2014 - 31 Aug 2015		
Date	AM	PM
Fri, 9th Jan 2015	✓	✓
Thu, 8th Jan 2015	✓	✓
Wed, 7th Jan 2015	✓	✓
Tue, 6th Jan 2015	✓	✓
Mon, 5th Jan 2015	G	V
Fri, 19th Dec 2014	✓	✓

To follow over the next few months;

- Payment for meals and trips
- Booking parent meetings
- Child's progress