

12 December 2023

Dear Parents/Carers,

You may recall a few weeks ago we shared the exciting news regarding the Outwood Portal.

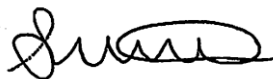
This letter is a polite reminder of how to access vital information relating to your child through the Outwood Portal. Through the Outwood Parent Portal you can access information relating to Praise, Attendance, Timetables and Consequences. A recent upgrade to the Consequences section means that you can now see any sanctions that have been scheduled for your child, which I am sure you will agree is incredibly useful.

Parents & Carers who have parental responsibility can access the parent portal using the email address that we have on our school system. Please note, you will not be able to access the Outwood Parent Portal without using the email address that we have on our school system. Further information and instructions on how to sign in to the portal are on the reverse of this letter.

If you still need to provide us with an email address, please do not hesitate to get in touch with the academy to update your contact details.

We very much hope that the information provided will allow you to support your child in the best possible way and to ensure your child benefits greatly from their school experience.

Yours faithfully,



Mrs S Day
Principal

Getting started

Visit portal.outwood.com or scan the QR code.



To sign in:

1. Enter your email address
2. Check your inbox for a special “magic link”
3. Tap on the link to sign-in!

The magic links usually arrive very quickly, but can take a few moments at busy times. If one does not arrive after a few minutes, please check your spam folder in the first instance.

What’s available?

Praising Stars reports

An online version of your child’s Praising Stars reports, including all their previous reports.

Praise

All of the praise comments given by teachers.

Attendance

An overview of your child’s attendance.

Consequences

An overview of any sanctions issued.

Student timetable

Your child’s timetable, including subject, teacher and classroom.

