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Dear parents and carers

We are currently in the process of preparing to move our school's Management Information System (MIS) from Scholarpack to Arbor.

Arbor is used by a large number of schools and has many added benefits for schools and parents. This includes parents accessing their child's information so that changes to personal details can be made without having to contact school and access to your child's up to date attendance.

In the future, Arbor will also be used to make payments but currently this will remain with ParentPay. We will advise when this change occurs.

We are aware that there will be potential for teething problems with the move but hope that this is as smooth as possible. We have already been informed that for 6 days (from the 22<sup>nd</sup> November to the 27<sup>th</sup> November) we will be without an MIS in school so that means that we will not be able to send any whole school communications out to parents. The school email will still be available for any individual contact.

We hope that this change will be beneficial for both the school and parents but please bear with us as we make this change.

Kind regards

Alison Oxtoby

Catherine Burrell