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Dear Parents,

I am pleased to share with you an online facility for parents called **Parents' Portal**. The intention is to enable parents of pupils in exam classes to be able to view their child's examination timetable online along with some other information such as their lesson timetable, their exam results to date and their period grades. You can also check the information we hold is accurate; telephone numbers, address, email, etc and notify us if it needs amending.

To access this you will shortly receive an email from our I.T. Manager, Mr A Hassard, with your unique log in and password. Please do follow the instructions in that email to test that you can access the portal and see the information outlined above. If you do not receive an email about this by the end of this month then please ring Reception and let them know. They will investigate the matter with our I.T. Manager.

I hope it will prove helpful to ensure you have ready access to your son or daughter's exam entries, exam timetable and other general information. We intend to develop this over time so more information will become available. Once you have logged in go to the left hand side menu and select Assessments to see your child's examination timetable. Period Grades can also be viewed in the menu under 'Subjects'.

Yours sincerely,

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