

14th September 2022

Dear Parents and carers,

Monday 19th September – Bank Holiday for Funeral of Queen Elizabeth II

You may be aware that Monday 19th September has been declared a Bank Holiday to mark the funeral of Queen Elizabeth II. As a result, schools across the country will be closed that day.

This week, during this period of National Mourning, we will continue to mark the passing of Queen Elizabeth and the succession of King Charles in appropriate ways within school. The full school routine remains in place so that all students can continue to settle into the new academic year.

School will reopen to all students on Tuesday 20th September 2022. Please be reminded that the school gates close at 8:40am in order for students to arrive on time to their yard for line up at 8:45am.

Yours sincerely,



Mr Freeman
Principal

Sheffield Park Academy
Beaumont Road North
Sheffield S2 1SN
t 0114 2392661
f 0114 2659835

e info@sheffieldparkacademy.org
www.sheffieldpark-academy.org

Principal: Mr R. Freeman



We're using Arbor's free Parent Portal and Arbor App

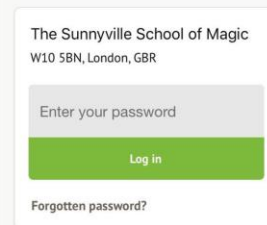
We've chosen Arbor to help us manage our school.

Arbor is a simple, smart and cloud-based MIS (Management Information System), which helps us work faster, smarter and more collaboratively as a school. The Arbor App and Parent Portal mean we can keep you informed about your child's life at school in a much more accessible way. Log into Arbor to see and update your child's information, get live updates and make payments or bookings on the go!

The Parent Portal works on Google Chrome (computer or laptop) and you can download the Arbor App from the App Store or Google Play Store on your phone (Android 5.0; iOS 10.0 and upwards).

How to get started

1. Wait for your welcome email from us telling you Arbor is ready - you won't be able to log in before
2. Click the link in your welcome email to set up your password
3. Go to the App or Google Play Store on your phone and search 'Arbor'
4. Click 'Install' on Android or 'Get' on iPhone then open the App
5. Enter your email, select the school, then enter your password
6. Accept the Terms & Conditions and enter your child's birthday



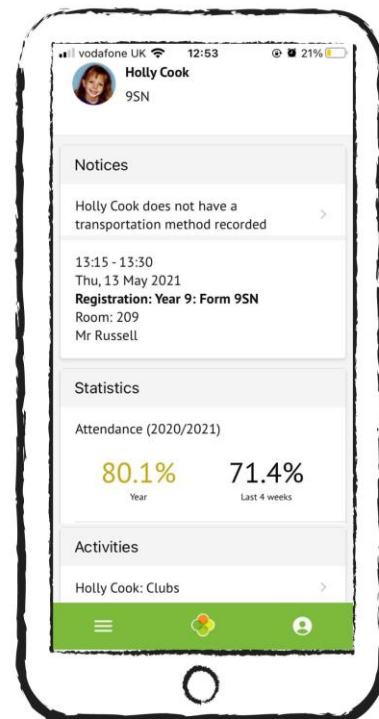
Need help using Arbor?

Contact the school office if you have questions about Arbor, the App or Parent Portal. Tell us the type and model of your phone, e.g. an iPhone SE, and include screenshots or screen recordings.

To safeguard student data in line with General Data Protection Regulations (GDPR), Arbor only works directly with schools.

Some tips to try:

1. Ensure your username is the email address you use for Arbor. Ask us to **check the email address** linked to your account.
2. **Reset your password** from the login page, or ask us to do this.
3. If the login email was sent to you more than 96 hours ago, the **password link will have expired**. Ask us to send it again.
4. Ask the school office to check that your email address has not been used twice - e.g. on another guardian or child's profile.
5. **Enter the birthday** of one of your children to log in.
6. Only relatives who are **Primary Guardians** of a child can access the Arbor App. Ask us to check you can access Arbor.



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