



Thursday 17 November 2022

Dear Parents and Carers

RE: Updates for Keyingham Primary School

Arbor

Keyingham Primary School have been using a new Management Information System since we returned after the Summer Holidays. This programme is used to store all student details in one place. We would like to invite you, as parents and guardians, to start using the school app. Initially, this will run along side School Comms but over the next few months we will step away from our current app.

The New app that Keyingham Primary School will start to use is called Arbor. It looks like this:



This web link here will help you, as parents and guardians, to set up the app on your mobile device. It will ask you for your email address that you have registered with the school.

[Getting started - Log into the Parent Portal and the Arbor App – Arbor Help Centre \(arbor-education.com\)](https://arbor-education.com)

It will automatically send you to the web browser version, please close this down as the following instructions are on the Arbor app.

If you are experiencing any trouble downloading the app, for what ever reason, please contact the school office and we will be more than happy to help.

All communications from the school will still be done through School Comms, until we state otherwise.



Parents Evening

The first item we are rolling out on the Arbor App is the ability to book Parents Evening appointments. This is Thursday 8th December, 3:30pm until 6:30pm, for Reception and Years 1 to 6. For Foundation Stage 1 children, their parents evening is Thursday 1st December, 3:30pm until 5:30pm.

To book a Parent's evening appointment, please follow the instructions on the web link below. Please click on the option at the top of the page where it says, '**on the Arbor App**'.

[Booking Guardian Consultations \(Parent's Evenings\) on the Parent Portal or Arbor App – Arbor Help Centre \(arbor-education.com\)](#)

If you are experiencing any trouble reaching this section on the App, please contact the school office.

I hope it all runs smoothly for you. I will update you on any further changes.

The World Cup

On Monday 21 November, England play Iran at 1pm in the first leg of the World Cup. The children will be able to watch the game while in school. We would also like to invite the children to wear either; red or white, or a football strip of their choice.

Kind regards,

Lucy Richardson
Operations Manager