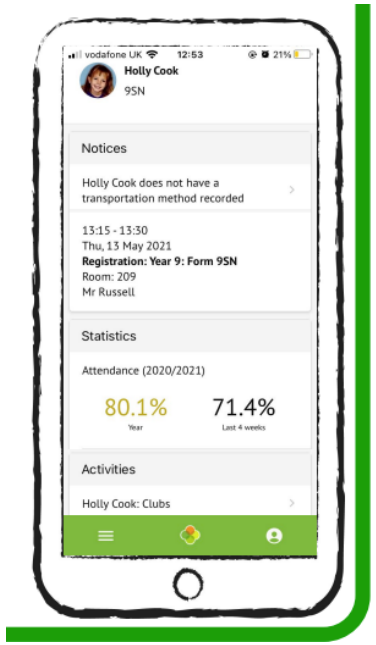
# Arbor Parent App

- Is our school's communication platform and payment system for parents.



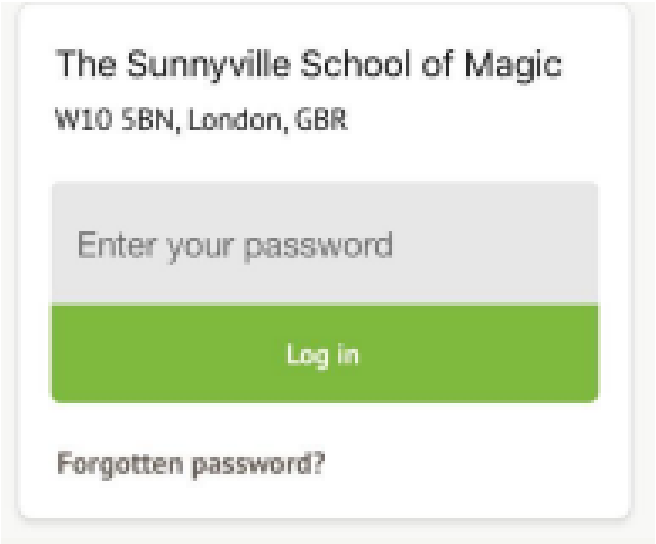

**You can use the app to:**

- Pay for school meals, trips, clubs and wraparound care.
- Stay informed about your child's life at school through the message platform.
- Update your child's information, such as emergency contacts and home address.
- Book your parents' evening slot.

# How to get started

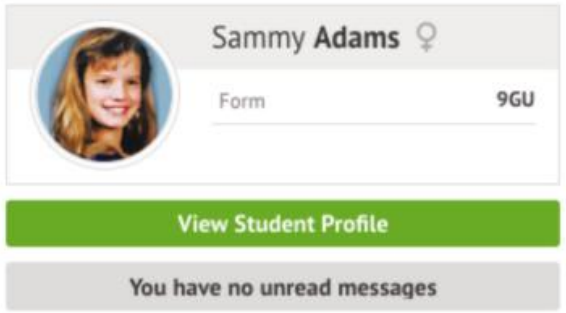
## Use your phone to:

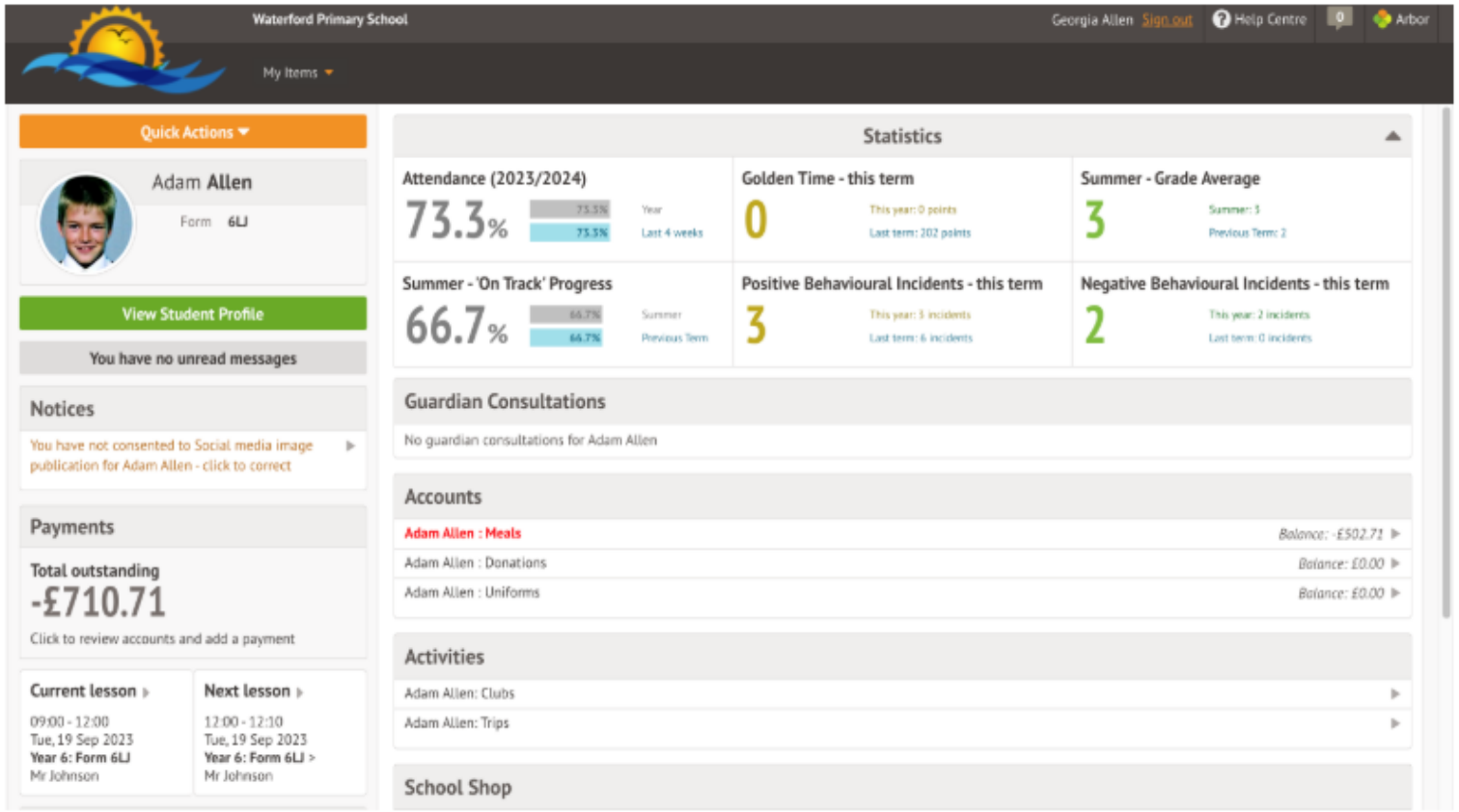
- Click the link in your welcome email to set up your password
- Go to the App or Google Play Store on your phone and search ‘Arbor’
- Click ‘Install’ on Android or ‘Get’ on iPhone then open the App
- Enter your email, select the school, then enter your password
- Accept the Terms & Conditions and enter your child’s birthday



# Your Homepage Dashboard

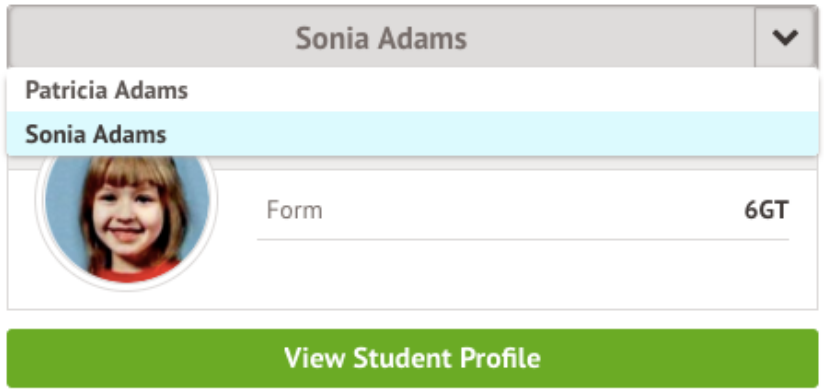
- The dashboard is the first screen that you will see. This gives a quick glance of your child's profile.
- You can see your in-app messages by clicking this button under your child's photo.



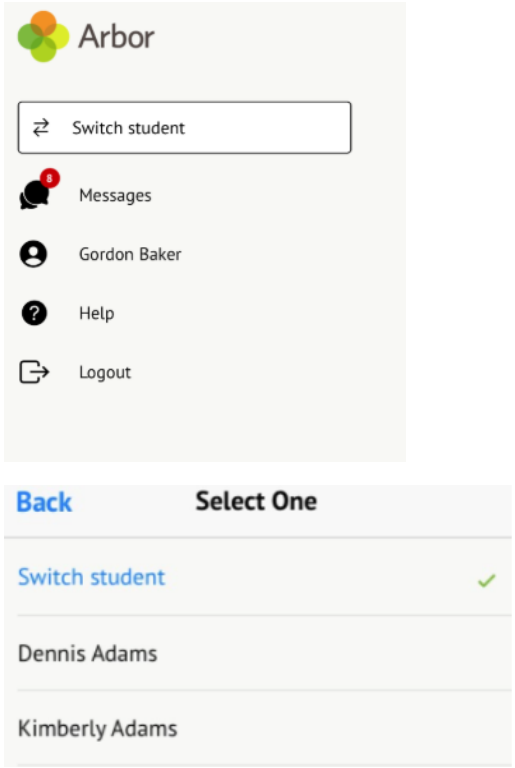



# Being a guardian for multiple children - switching students

- If you are the Primary Guardian for more than one child in the school, you can access and view each child through the same portal.
- On the left-hand side of your homepage, click the arrow next to the current child's name. Select the other child.
- When doing this for the first time, you will need to enter your other child's date of birth.

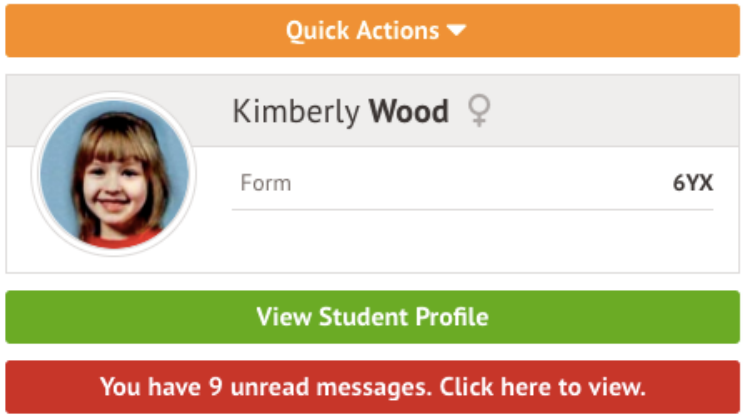



- To switch profile, click the profile icon at the bottom right of your screen and click **Switch student**.
- Choose which child you would like to view.

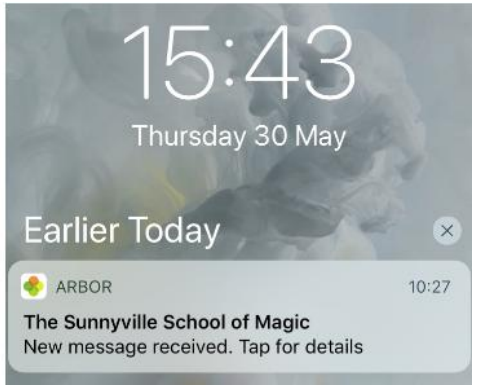


# How can I read my in-app messages?

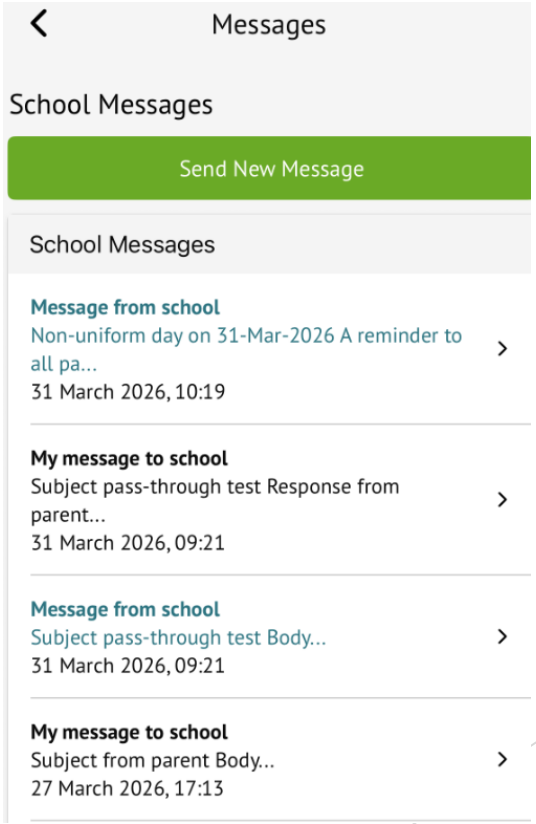
- You can also get to the list of messages by going to the drop-down menu at the top of your screen and selecting ***My Items > School Messages***.




When using the App, you'll receive a Push Notification (if you have enabled this feature). Tap the notification and log in to the app to be able to view the message.

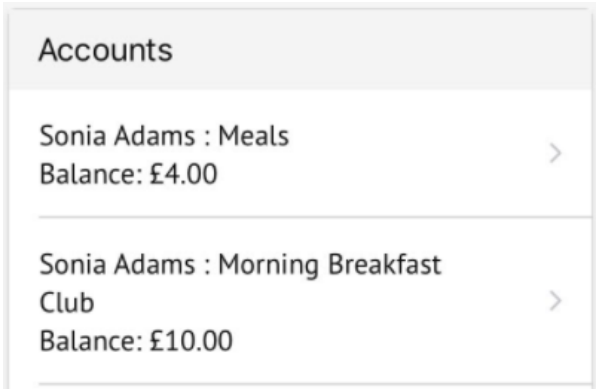


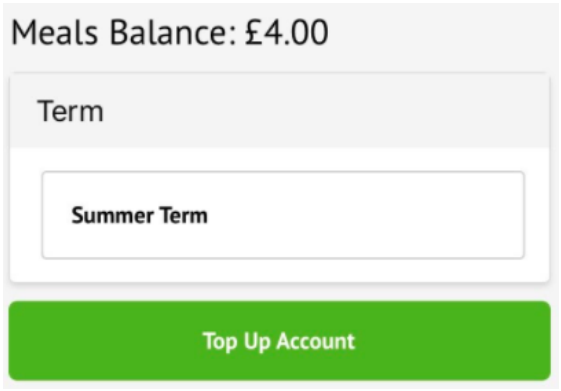

- You can see all messages received and all messages you have sent to school
- All new messages are marked as 'NEW' and are written in bold. Read messages will be written in normal text.
- Click the message to view it.



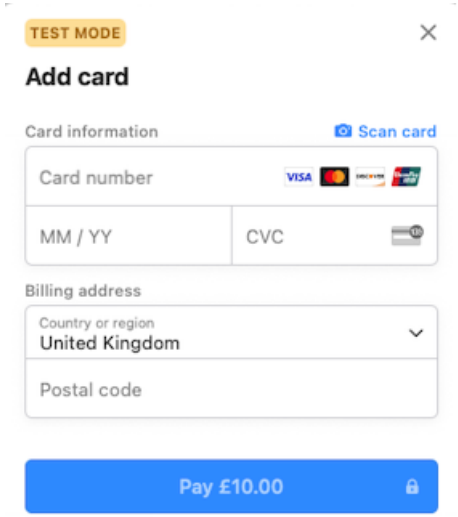
# Top up accounts and viewing payments in the Arbor Parent App

- To see accounts for one of your children, you can either:
- Select the **Menu** icon and then click the **Payments** button.
- Click into a specific account from the student's page.
- Click an account to see more information, or top up.
- Click the green button to top up the account by inputting your card details.



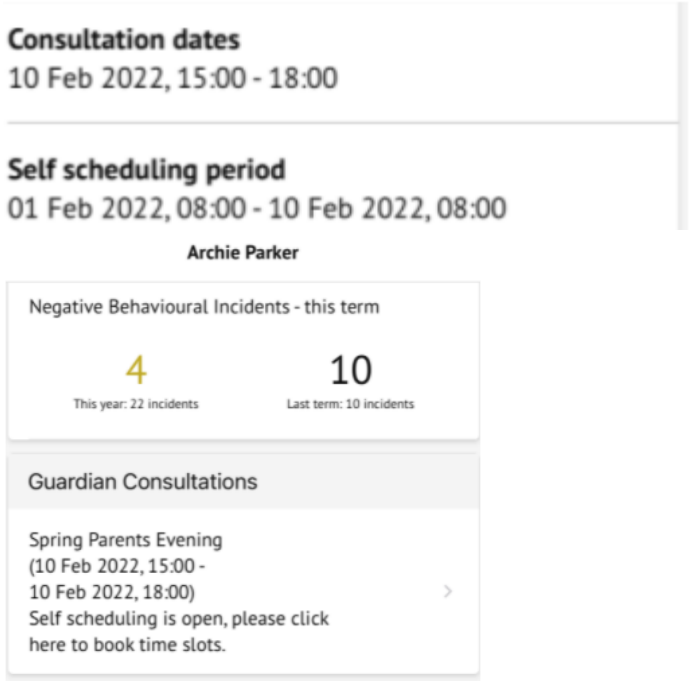



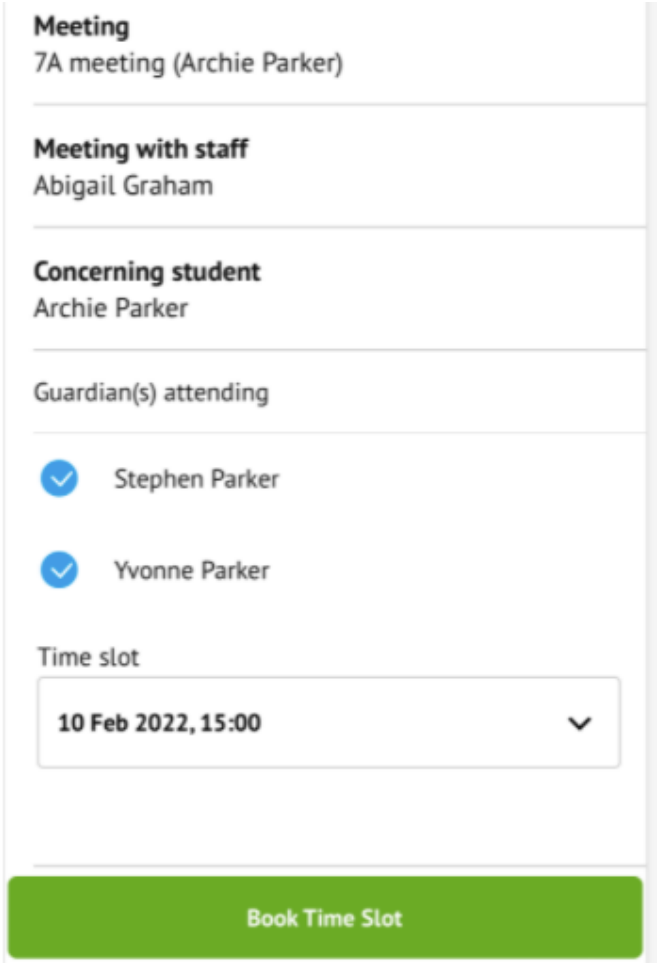

Next, you'll be able to input your card details on the secure Stripe checkout panel. **Please note that you must use a Visa or Mastercards**



# Parent Consultations

- You can select Guardian Consultations on the main page, once bookings are open.
- This will take you to the consultation page.
- To book a meeting, click the available meeting at the bottom of the screen.
- Click on the Time slot drop-down and choose the time you would like to attend the consultation, and which and which guardians will be attending



Thank you for listening!
Any Questions?