



*Please make sure we have an up-to-date email for you!*

Dear parents and carers,

As part of constant improvements to our practice, we have been trialing a number of different types of software to improve communication with families. We have listened to parents' feedback requesting an easier way to communicate and view all their child's information. Therefore, we are excited to announce from this September 2023 all parents and carers across the federation will be able to use one App on a phone, tablet, or computer to access all student information in one place, including communications and payments.

If you do **not currently receive emails** from the school please email our Federation Data Manager, Nick Heal on [NHeal@koinoniafederation.com](mailto:NHeal@koinoniafederation.com) who can update your contact details on our system.



**Arbor**



## Next year we'll be using Arbor's free Parent Portal and Arbor App



### Why 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.

From September 2023, you will need to 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?

When Arbor is ready towards the end of August 2023, you will receive an email from us with instructions on how to log in. Additionally, you can contact our school offices to help you use the app, and we will be hosting online and in-person information events throughout the year.

If you don't receive emails from the school, or have any other questions, please email our Federation Data Manager, Nick Heal, at [NHeal@koinoniafederation.com](mailto:NHeal@koinoniafederation.com). He will be available to help you.

