



ST THERÈSE OF LISIEUX
CATHOLIC PRIMARY SCHOOL

How to update contact details, medical details and sign consents on Arbor

From this academic year we are moving to a paperless system for collecting consents and details - the system we are using is called Arbor. This will be used for updating contact details, medical information, for signing up to clubs and for consents such as images, videos and acceptable use of the internet.



To log on for the first time

To log on for the first time, follow the link in the welcome email. Please ensure the school has an up to date email address. The first time you login you need to use an internet browser (<https://login.arbor.sc/>), but after that you can use the Arbor App which can be easily downloaded on your devices.

On the Arbor App

Once on the app, please check via:

- All contact details are correct, including phone numbers and email addresses
- All medical details are correct, including allergies and any medication
- You have given, or declined, consent for:
 - Images and Videos
 - Acceptable Use Policy (using the internet)
 - Local off-site activities

Can this be done as soon as possible please so our records are accurate and up to date.

Payments

We are now a cashless school and are using ParentPay (<https://www.parentpay.com/>) for payments to school. If you are not signed up to this, then further information will be sent out shortly.

To live in love

Executive Headteacher: Mr M Ryan | **Executive Head of School:** Miss H Lickess
St Thérèse of Lisieux Catholic Primary School, Lamb Lane, Ingleby Barwick, Stockton-on-Tees, TS17 0QP
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Part of the Nicholas Postgate Catholic Academy Trust



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Help

If you need any help, then please speak to myself or the office staff and we will support with this, or the Arbor website has a useful FAQ section for parents: <https://support.arbor-education.com/hc/en-us/sections/201716749-Using-Parent-Portal-and-the-Arbor-App-as-a-parent>

Many thanks for your continued support of school.

Mrs H Mannion

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