



Sitwell Infant School
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17th March 2025

Dear Parents & Carers,

We are excited to announce that prior to the Easter holidays; we will begin to use the Arbor Parent Portal & App to share information about attendance, allow you to book on to our wraparound care package, purchase school uniform and pay for educational visits. We have made this upgrade to reduce the number of different platforms that families need to access, while also providing you with a more efficient way to manage school payments. We will also use the app for Parents Evenings bookings later on in the year.

We anticipate that you will be able to access the Arbor App from Friday 21st March. Rest assured; we will communicate its availability on the day of launch. We will give you time to find your way around the app initially, but from Friday 28th March, all payments for your child's school uniform, wraparound provision or educational visits must be made via the Arbor App or Arbor Parent Portal. **Please note that as of 3.15pm on Thursday 27th March, you will no longer be able to use School Money for school payments.** If you have an existing balance on your School Money account at this time, this will be automatically transferred onto Arbor Pay when we return after the holidays.

We recommend using the Arbor App where possible as this allows you to make payments quickly and easily on your phone using Apple Pay or Google Pay. We have attached some short guidance on how to access the Arbor App and Arbor Parent Portal; further guidance can be found [here](#).

Please note that school lunches will continue to be ordered via ParentPay, as this is the system used by our catering company, ABM.

Should you have any questions or problems with access, please do not hesitate to get in touch.

Thank you for your continued support.

Yours sincerely,

Mrs K Peart
Headteacher



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MEMBER



Artsmark
Gold Award
Awarded by Arts
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