Wolviston Mill Lane, Billingham, TS22 5LU

office@stpauls.bhcet.org.uk

(01642) 360022

stpauls.bhcet.org.uk

St Paul's
Catholic Primary School

Head Teacher: Sheena Sinclair

Deputy Head(s): Rachel Miller

BHCET CEO: Stuart McGhee

BHCET Chair of Directors: Yvonne Coates

Dear Parents and Carers

We are changing to a new MIS system called **Arbor**!

All schools use a Management Information System (MIS system) which is a software platform that streamlines a school's daily operations including pupil data, attendance etc.   We will shortly be moving to a new MIS system called **Arbor**.

Moving to Arbor will allow the school's core business functions to be more efficient and will also allow us to develop further how we communicate with you as parents and carers.

Over the next week the functions you currently use through MCAS (MY Child At School) will transfer over to Arbor, to aid this transition please do the following:

1.   **Continue to use MCAS until 8am on Monday 23rd March.**
2. **There will be no online facility to book wraparound care, top up meal balances etc between 8am Monday 23rd March and 12pm Friday 27th March. Please book, top up etc in advance of 8am on 23rd March.**
3. **Download the new Arbor Parent App when prompted to do so ready to use it from 12pm on Friday 27th March. Please do not try to log in or set up an account. Details will follow regarding this**

You will shortly receive login details for the online Arbor Parent Portal / Arbor Parent App - you will use the same login details for both.   The Parent Portal is for accessing via a laptop or computer, the Parent App is for accessing via a mobile or tablet device.

In the meantime, if you would like to familiarise yourself with the Parent Portal and App please use the link below.

Getting started - Log into the Parent Portal and the Parent App

If you have any queries at this stage please contact the school office on office@stpauls.bhcet.org.uk

Kind regards

Lisa Sharkey
Business Manager

A Proud Member of
BISHOP
HOGARTH
Catholic Education Trust

In Him we Live and Move and Have our Being