

December 2020

Dear Parent/Carer

### **School Synergy – Parent Portal**

This year we have introduced a new computer system to help manage and report on the many aspects of school life. The 'SEA Portal' that you will have been familiar with in the past, has now been replaced with '**School Synergy**'.

**School Synergy** enhances the level of communication between school and home and provides you with critical information about your son or daughter's schooling such as attendance and punctuality, student timetable, achievements and behaviour, which may limit progress. You will now be able to receive all of this information in real time.

Our vision is that **School Synergy**, coupled with the school website, will become the go to place for parents and carers to receive information surrounding school news. **Synergy** will also support an improved level of communication between home and school allowing you to track the progress and development of your son or daughter on a continual basis.

In order for you to obtain this information, you will shortly receive a student code, which will enable you to create a parent account within **School Synergy**. All student codes are unique to you and your child therefore each parent/carer/family member who wishes to have access, will need to use their own student code. As the information we hold about your child is highly confidential, we will send the details you need in an additional letter to the email address we hold on our school contact record for you.

If you would like another family member to have access to **School Synergy**, please contact Mr Hooton in school who will arrange for an additional account to be created.

Please find attached to this letter a step-by-step guide which will help you to register and log-on to **School Synergy** for the first time.

I am confident that you will find **School Synergy** to be an incredibly useful tool in tracking your child's progress.

Yours faithfully

*D Cullen*

**D CULLEN**  
**Associate Assistant Headteacher**