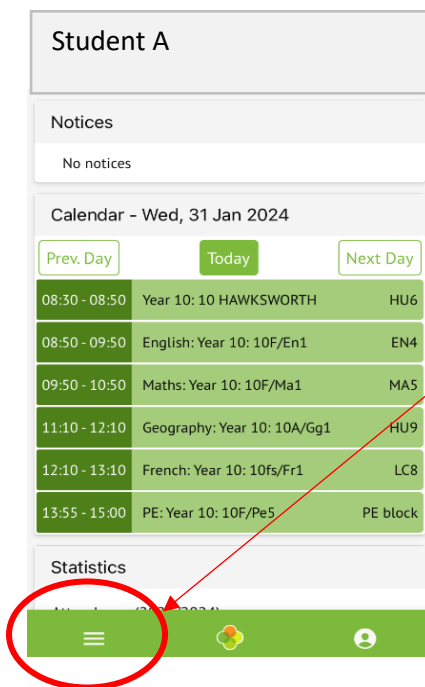
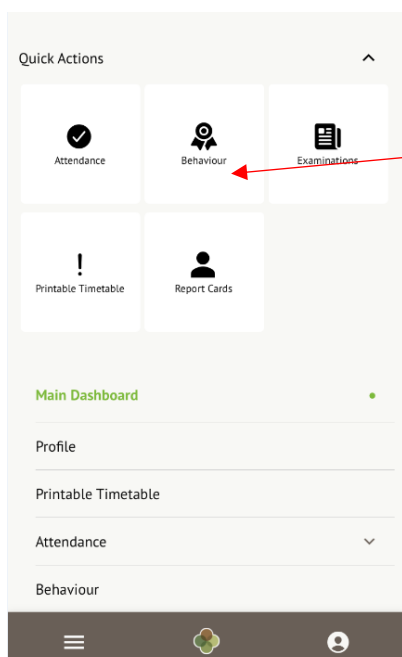


Instructions on how to view incidents assigned to your child

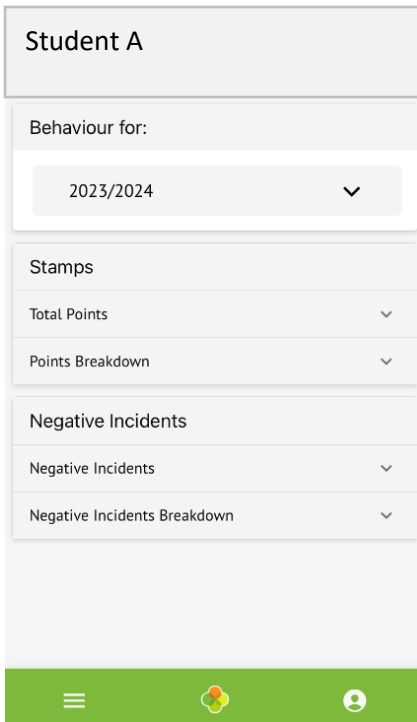
If your child has an 'incident' (comment) assigned to them during the day you will receive an email that will guide you to look at the Arbor App to see the detail of the incident.



Log into the Arbor Parent App.
Select the bottom left icon.



From the new menu select 'Behaviour'.



On the new screen you have two areas available:

Stamps – this is the positive rewards staff assign in lessons and around school. Selecting this will take you to more information about stamps that have been awarded (every 250 = a certificate).

Negative Incidents – this is where incidents (comments) that occur during the day can be viewed.



If you select 'Negative Incidents Breakdown' this will open a new area with information about the incidents received.

In the example shown left it can be seen that the student has had:

3 RED incidents and 1 YELLOW incident on 29th Jan 2024.

These were all in a Geography lesson.

The 3 RED incidents **were in the same subject in the same half term**. This means an after-school detention will be assigned.

The 1 YELLOW incident has no further action at this time (if the student receives 4 more YELLOW incidents **across all areas of school in the rest of the half term** it would lead to an after-school detention being assigned).

The after-school detention for the 3 RED incidents is shown in the Parent App below the incidents (it will also show on the student's calendar and you will receive an email).

Students will receive a daily email to show them where they have received incidents throughout the day.

Tutors will also follow this up each morning in AM registration.