



Dear Parents / Carers of

**Please see attached link to our communication app ARBOR. This needs to be downloaded in order for you the receive information and correspond with school.**

At Old Basford School we use the Parent Portal/Arbor App for instant messages, club bookings, payments and other items. It is very important that you download this app as this is how you will receive information about and from school.

We have set up an account for you. To finish creating your account you just need to set a password. Your username is the email address.

Please visit <https://old-basford-school.uk.arbor.sc/?/home-ui/index> and click **Forgot your password?** to finish setting up your account.

Ensuring that you have downloaded and are using the Arbor app will allow us to communicate with you more efficiently and bring all core school data and workflows into one system.

We are really looking forward to getting you started with Arbor and invite you to familiarise yourselves using the link below.

[Getting started - Log into the Parent Portal and the Arbor App](#)

The Arbor App can be downloaded from either the Play Store on Android phones or the Apple Store on iPhones (see attached guidance).

If you have any problems signing up please contact the school office. Thank you