

21 September 2023

Dear Parents/Carers,

Outwood Academy City Fields are excited to announce the launch of the parent portal. The parent portal will give you access to:

- Praising stars reports
- Honours
- Attendance
- Praise comments
- Consequences
- Student timetable

Parents & carers who have parental responsibility can access the portal using their email address. Instructions to sign in to the portal are on the reverse of this letter.

If you still need to provide an email address, please get in touch with the academy via enquiries@cityfields.outwood.com to update your contact details.

Yours faithfully,



Mrs Michelle Colledge-Smith
Principal

Getting started

Visit portal.outwood.com or scan the QR code.



To sign in:

1. Enter your email address
2. Check your inbox for a special “magic link”
3. Tap on the link to sign in!

The magic links usually arrive very quickly, but can take a few moments at busy times. If one does not arrive after a few minutes, please check your spam folder in the first instance.

What's available?

Praising Stars reports

An online version of your child's Praising Stars reports.

Praise

All of the praise comments given by teachers.

Honours

See the badges awarded to your child.

Attendance

An overview of your child's attendance.

Consequences

An overview of any sanctions issued.

Student timetable

Your child's timetable, including subject, teacher and classroom.

Brilliant resilience in fitness today on the boxing equipment. Well done!

A A. Teacher (PE)

Mon 01 Jan 2023 at 00:00

Present
100.0%

Authorised Absence
0.0%

Unauthorised Absence
0.0%

Lates
0

Calculations are based on number of sessions attended. A session is half a day at school. This data is subject to change as attendance marks are processed.

08:25

Tutor Groups

U1 A. Teacher 7/France

08:45

Maths

U2 B. Teacher Ma1