Dear Parents/Carers,

We have been checking through our records and are in the process of updating all of our permissions and forms.

We are asking all parents to log into Arbor and quickly complete the permission for your child/ren for; trips, photos, watching films etc. Below is a visual step-by-step guide on how to do this.

On a phone

1

Screen 1 lists the items we are requesting you complete

2

2 – after you have clicked one of the requests (in screen 1), the consent option screen opens – **please read the description, especially on the images consents** and choose 'Give Consent 'or 'Decline Consent'.

3

3 – If you 'Decline Consent' it will ask you to confirm this.

4

4 – You will be taken back to the 1st screen once you have accepted or declined

5

5 – You will see the list of requests going down as you complete them

On a laptop or PC

Go to the notices section and follow the same instruction as above.

Thank you in advance for your help with this. Broom Barns Primary School