



Thursday 30th November

Dear Parents/Guardians,

This Semester we will continue to use the Parent Portal component of the Sentral software for student reports. The Parent Portal allows us to report to parents electronically, and this is how your child's progress will be communicated for the upcoming Semester 1 reports. This means that the school **will not** be printing hard copies of student reports.

If you are unable to access your child's report electronically, you may request a printed copy by submitting a request in writing to your child's teacher by **Friday 8th December**.

You can find further instructions to assist logging in, on the front page of the school website. If you need your family ACCESS KEY or need any further assistance, please don't hesitate to call the school office 9772-4139. Reports will be available from **midday on Wednesday 20th December**.

Thank you for your support,

Alec McPhee
Reporting Coordinator



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