# Malton School
## A Specialist Science School
1547

**Stronger For Being One**

## New web-based communications now active

We have been working hard to improve the look and the effectiveness of our on-line communication, and we want to alert you to our new webiste and related links.

Your first point of contact for information about the school is

### www.maltonschool.org

Here you will find the latest news stories, newsletters, information on events, an on-line prospectus, and in future copies of any general documents we send home. If there is information you feel should be included but you cannot find it, please let us know.



The new Malton School Website at **www.maltonschool.org**

This website is open to the world for anyone to read about our school.

For more personal information about specific courses and specific students, we have a second provision, known as a VLE (Virtual Learning Environment). You can access this site from the main site's home page using the link on the left hand side, but you will require a password (see overleaf).



The VLE home page, allowing access to course details and student records.

Our VLE is where we are storing detailed information about the courses we are running. It is also where you can access details about your children, through our Parent Portal.

Course details will be built up during the next school year. Eventually for each course there will be an overview showing which topics are covered and what is included; resources issued (such as notes, homework or instructions) will be posted on the VLE for download. This will allow, for example, students who are absent to catch up on missed work.

Providing a nurturing environment, inspiring every individual to flourish.

## The Parent Portal on the VLE

Once a username and password has been issued, parents and other nominated relatives will be able to access details held on the school's MIS (Management Information System). A sample screen is given below (anonymised of course)

Once logged in to the VLE a link showing all your children will appear on the right hand side of the screen. Clicking any one of your children's names listed will take you to their personal records.



You will be able to see their attendance record, their timetable—showing what lessons they have and who is teaching them, their behaviour and achievement records, and any documents that have been sent home (letters and forms, and all reports). You will also be able to check that the information we have stored about your child is correct.

We hope that these new developments will keep you well informed about your child's work and progress at school.

## Usernames and passwords

Given the personal nature of the information available, we need to be certain only authorised people have access to the VLE.

A form is included with this letter. On it you may nominate up to four people to receive a username and password for the parent portal. These people must be registered on our computer system as having parental responsibility or as another contact - as listed on the *Essential Information Sheet* enclosed. Return the form to the school office, and we will then e-mail the people nominated their username and password. *(Bear in mind school holidays may delay the process!)* If you wish to nominate the same people for all your family, you may do this on one form. However if you wish different people to be nominated for different children please use a separate form for each child.

### E-mail contact
Finally, to contact the school use:
admin@maltonschool.org.
If you wish to contact any member of staff directly you can use the format abc@maltonschool.org, where abc are the initials of the member of staff. These initials can be found on the main website in the Academic tab, where a full staff list is provided. The direct link is:
http://www.maltonschool.org/Academic/staff.aspx



A sample screen showing the information available on a student in school.
Clicking the tabs in blue takes you to detailed information on the different categories.