



TBS Parent Portal Parent Information Session

14th March 2023



Key Contacts:



- **Mr Soyam Khanal ; Data Administrator** - skhanal@tbs.edu.np
For any queries regarding parent portal, assessment reports
- **Ms Manisha Bajracharya ; Admission Manager** - mbajracharya@tbs.edu.np
For any detail changes (phone number/email address)
- **Ms Anita Tiwari ; Activities Coordinator** - atiwari@tbs.edu.np
For anything related to clubs & activities,
- **TBS Email** - tbs-email@tbs.edu.np
For any queries that you are not sure about. This is the default email address from which you receive parent portal (MIS) communications..



Introduction

TBS Parent Portal

The parent portal is a web-based programme that can be accessed from anywhere. It contains pupil data, timetables, attendance information and much more. The following steps are how a parent logs in.

Log in to the Parent Portal

1. Request for new username & password from Ms Bajracharya / Mr Khanal (For new parents)
2. Go to the URL provided in your inbox.
3. Enter your username and password.
4. Select Log In.

The Parent Portal will open.

Features





Calendar

- View the **School Calendar**
- Daily, weekly, monthly and agenda **views** available

My Calendar [Export as iCalendar](#)

← → Today ▾ Sep, 2022 Day Week **Month** Agenda

Mon	Tue	Wed	Thu	Fri	Sat	Sun
29	30	31	1 Sep	02	03	04
Malaysian Exchange Trip		Summer Term End Years 6 and 7 Parents Evening 2022 more...	Autumn Term Start	Visitors Day Upper Site	Visitors Day Lower Site	
05	06	07	08	09	10	11
	Match Play Coaching	Away fixture vs. Moonlake School (1st Team)	Chess Club Goes 3D			
12	13	14	15	16	17	18
Home Fixture vs. ...					Camping Trip Yr 7 - 9	

My Calendar [Export as iCalendar](#)

← → Today ▾ 05/09/2022 - 11/09/2022 Day **Week** Month Agenda

	Mon, 5	Tue, 6	Wed, 7	Thu, 8	Fri, 9	Sat, 10	Sun, 11
all day				Chess Club Goes 3D			
8 am							
9 am							
10 am		Match Play Coaching					
11 am		Match Play Coaching					
12 pm		Match Play Coaching					
1 pm		Match Play Coaching					
2 pm		Match Play Coaching					
3 pm		Match Play Coaching					
4 pm		Match Play Coaching					
5 pm		Match Play Coaching					
			Away fixture vs. Moonlake School (1st Team)				



Notices (Messaging)

- Receive important **notifications** about your child and the school
- **Add** notices to diarised events
- Send **Attachments**
- Send/receive **messages** to teachers

My Notices

[See All](#)

New

Inbox

- * Payments - Damage Charge (Pay Now) Updated for Amira Abidi** 25/08/2022 16:18
Ms Sharon Ware
- Register (Leave/Exeat Form) Updated for Amira Abidi** 25/08/2022 15:16
Is Sharon Ware
- Online Meeting to talk about Amira's English** 22/08/2022 16:42
Is Sharon Ware
- Years 6 and 7 Parents Evening booking is now open** 22/08/2022 16:24
Is Sharon Ware
- School Trip to the Zoo (All day event)** 21/03/2017 13:50
Administrator

Sent On: 21/03/2017 13:50
Sent By: Engage Support
Event: 11/01/2023 All Day

School Trip to the Zoo

All parents are asked to fill out and print the attached consent form.

This is for a trip to the Bristol Zoo next week.

No consent form = no trip.

I have also attached the school risk assessment.

Sally..









Attachments:

- RiskAssessment.docx
- ConsentForm.pdf

Documents

- View important **documents** uploaded by the school
- View documents by categories
- Print and save documents



Documents	
Document Type:	<input type="text" value="New"/>
Document	Date
 Activity Consent and Requirement Form 	14/04/2023
 2014 Football Team Sheet 	11/01/2023
 2014 Rugby Team Sheet 	22/10/2022
 Octobers Hockey Team Sheet 	15/09/2022

Timetables

- View your child's weekly timetables
-
- View your child's weekly Activities timetables
-
- Export timetables to PDF for printing



	09:00 - 10:00	10:00 - 11:00	11:00 - 12:00	12:00 - 13:00	13:00 - 14:00	14:00 - 15:00	15:00 - 16:00			
Monday	Lesson 1 09:00 - 09:40 Art A Mr Steve Willis S2-Art Studio	Lesson 2 09:40 - 10:20 English A Ms Sharon Ware W14	10:20 - 10:35 Lesson 3 10:35 - 11:10 Chemistry A Mr Joseph Drake M8-General Science	Lesson 4 11:10 - 11:50 Maths A Ms Geraldine Hesketh S29	Lesson 5 11:50 - 12:30 Media Studies Mr Oscar Scholes S14	12:30 - 13:20	Lesson 6 13:20 - 14:00 Art A Mr Jack Jones S2-Art Studio	Lesson 7 14:00 - 14:40 Geography Mr Charles James E1-Geography	Lesson 8 14:40 - 15:20 German Miss Sally Heppenstal W9-German	Lesson 9 15:20 - 16:00 Chemistry A Mr Joseph Drake M8-General Science
Tuesday	Lesson 1 09:00 - 10:20 Games Miss Maggie Gyllam Gym		10:20 - 10:35 Lesson 3 10:35 - 11:10 German Miss Sally Heppenstal W9-German	Lesson 4 11:10 - 11:50 DT A Mr Peter Jessop E10-DT	Lesson 5 11:50 - 12:30 Biology A Mr David Biddlecomb M13-General Science	12:30 - 13:20	Lesson 6 13:20 - 14:00 ICT A Mr Adrian Mills ICT Suite 1	14:00 - 14:40	Lesson 8 14:40 - 15:20 English A Ms Sharon Ware W14	Lesson 9 15:20 - 16:00 Geography Ms Sharon Ware E1-Geography
Wednesday	Lesson 1 09:00 - 09:40 Media Studies Miss Kate Holloway S14	Lesson 2 09:40 - 10:20 Biology A Mr David Biddlecomb M13-General Science	10:20 - 10:35 Lesson 3 10:35 - 11:10 ICT A Mr Adrian Mills ICT Suite 1	Lesson 4 11:10 - 11:50 English A Miss Imelda Arnold W14	Lesson 5 11:50 - 12:30 Maths A Ms Geraldine Hesketh S29	12:30 - 13:20	Lesson 6 13:20 - 14:00 Maths A Ms Geraldine Hesketh S29	Lesson 7 14:00 - 14:40 English A Ms Sharon Ware W14	Lesson 8 14:40 - 16:00 Physics A Mr Anthony Black M10-General Science	
Thursday	Lesson 1 09:00 - 09:40 Chemistry A Ms Sharon Ware M8-General Science	Lesson 2 09:40 - 10:20 English A Ms Sharon Ware W14	10:20 - 11:10	Lesson 4 11:10 - 11:50 Physics A Mr Anthony Black M10-General Science	Lesson 5 11:50 - 12:30 Media Studies Miss Kate Holloway S14	12:30 - 13:20	Lesson 6 13:20 - 14:40 Maths A Ms Geraldine Hesketh S29	Lesson 8 14:40 - 15:20 Business Studies Mrs Diana Trotman E12	15:20 - 16:00	
Friday	Lesson 1 09:00 - 09:40 English A Ms Sharon Ware W14	Lesson 2 09:40 - 10:20 Business Studies Mr Timothy Martin E12	10:20 - 10:35	Lesson 3 10:35 - 11:50 Media Studies Miss Kate Holloway S14	Lesson 5 11:50 - 12:30 Biology A Mr David Biddlecomb M13-General Science	12:30 - 13:20	Lesson 6 13:20 - 14:40 Art A Mr Jack Jones S2-Art Studio	14:40 - 16:00		

Academic Reports

- View current and historic academic reports & end of year reports
- Easily download and print them to PDF



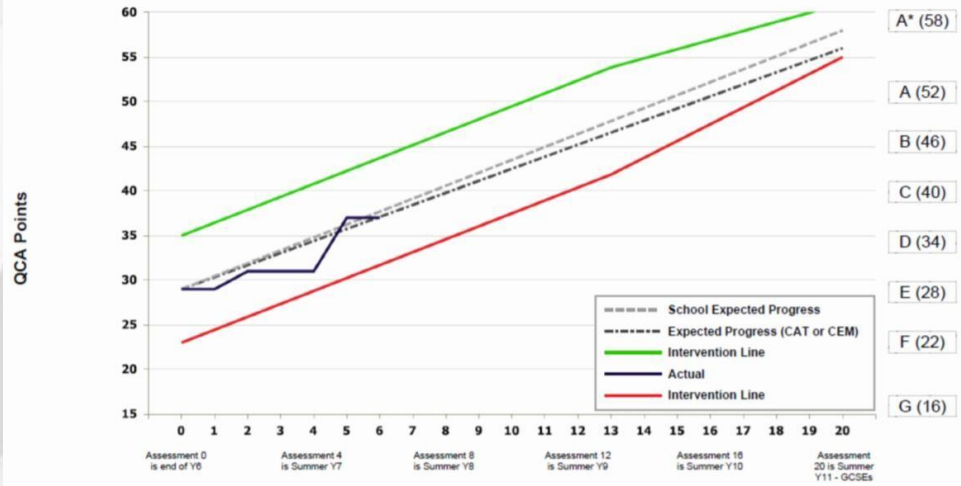
Assessment Reports

Reporting Period: Term 1 Show this year's Reporting Periods: Show all reports for this pupil:

Report Name	Created Date	Modified Date
Assessment Report 1 For Term 1	19/08/2022	19/08/2022
Assessment Report 2 For Term 1	18/08/2022	18/08/2022
Tracking Sheet For Term 1	18/08/2022	18/08/2022
Reception Report For Term 1	18/08/2022	18/08/2022
Progress Report For Term 1		

Progress Report

Student Name: Abidi, Amira Year Group: Year 10
 Term 1 Date: 31/12/2019



Engage High School
 Amira Abidi
 Year 10 Form 10AT Term 1

Subject Comments

Subject	ATTAINMENT	EFFORT	EXAM	TARGET GRADE
Mathematics	C	4	22	E
Amira is an enthusiastic learner who seems to enjoy school, plus exhibits a positive outlook and attitude in the classroom. She is good at mathematics and certainly could go on to study at A level one day.				
Art & Design	A*	3	64	F
Amira is an enthusiastic learner who seems to enjoy school, she exhibits a positive outlook and attitude in the classroom. Amira transitions easily between classroom activities without distraction. Well done Amira!				
Design Technology	D	2	76	E

Attendance

- View **weekly attendance** for your child
- View **Session/Morning Attendance**
- View **detailed attendance pie charts**



Attendance

Select a Date Range: **W M T**

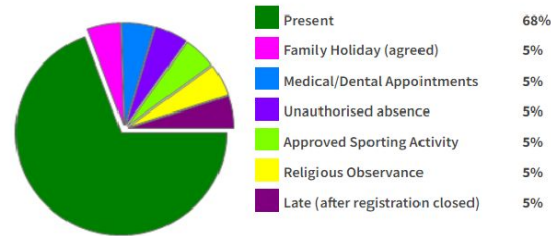
← 12 September 2022 →

Mouse over the icons for more information

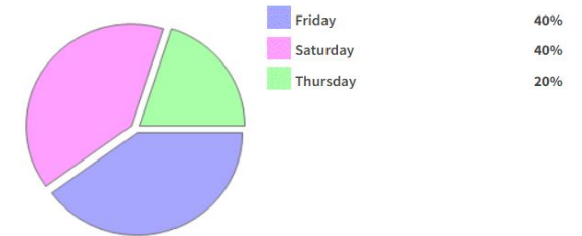
Week Beginning	Day of Week	Session			Class									
		Morning	Afternoon	Early Evening	Lesson 1	Lesson 2	Lesson 3	Lesson 4	Lesson 5	Lesson 6	Lesson 7	Lesson 8	Lesson 9	Lesson 10
12 September 2022	Monday	/	/		/	/	/	/	/	/	/	/	/	/
	Tuesday	/	/		/	/	/	/	/	/		/	/	
	Wednesday	/	/		/	/	/	/	/	/	/	/	/	
	Thursday	/	/		/	/		/	/	/	/	/		
	Friday	O	O		/	/	/	/	/	/	/			
	Saturday	/	/											
	Sunday													

This Years Attendance Group Summary

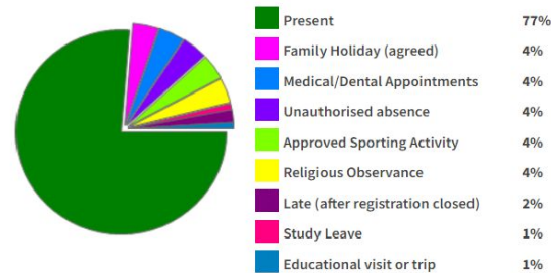
Session Attendance for Current Academic Year



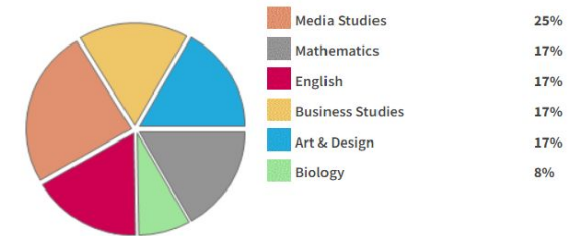
Absences By Day



All Attendance for Current Academic Year



Absences By Subject
















Activities

- View and **book activities** online
- View **timings**
- Receive **notifications** on activities










Friday 15:00 - 16:00

Available Activities

Athletics	  
Badminton	  
Football	 
School Hockey Team Girls	  



Allocated Activities

1	Girls Netball	   
2	Tennis (Indoor) - Allocated	   
3	Available Slot	

Activities (Autumn) ▼

Start Date: 01 September 2022
End Date: 31 December 2022

Day	Time	Name	Status	Cost
Friday	15:00 - 16:00	Girls Netball	Choice 1	
Friday	15:00 - 16:00	Tennis (Indoor)	Allocated	
Saturday	10:00 - 12:00	Squash	Enrolled	Enrolment Costs: £125.00
Saturday	10:00 - 13:00	Archery	Choice 2	Enrolment Costs: £195.00
Saturday	10:00 - 13:00	Windsurfing For Beginners	Choice 1	Enrolment Costs: £400.00
Total Cost				£720.00

My Details

- Update your **contact details** easily
- Request any **changes** email, phone, address



My Details

Address	Bayan Block 3 Street 2 Villa 7 Kuwait
Preferred Language	
Language 2	

Email Addresses

Dad Work	<input type="text" value="Dad@work.com"/>	✓	
Home	<input type="text" value="Dad@home.com"/>	✓	
Staff Email	<input type="text" value="Dad@staff.com"/>		

Telephone Numbers

Dad Mobile	<input type="text" value="441935403020"/>		
Home	<input type="text" value="+965 2571 4342"/>		

Is any of this information incorrect? [Request a Change](#)

Login History

No.	Login Date	IP Address
1.	12 September 2022 12:27	94.174.122.131
2.	12 September 2022 10:44	84.65.14.180
3.	08 September 2022 11:56	185.38.245.99
4.	08 September 2022 11:38	185.38.245.99
5.	08 September 2022 11:36	185.38.245.99

Reset Password

Your password can be anything you like

Current Password

New Password

Retype New Password

Update