



# SIR THOMAS RICH'S SCHOOL

Oakleaze, Gloucester

## Parent Gateway

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Dear Parent,

As we approach the end of the fourth full week of the Autumn Term, staff will be preparing to assess pupils for our Order 1 Grades (for parents who are new to the School, you have hopefully learnt that Order Grades are what we call the regular progress grades awarded to pupils by teachers approximately five times a year).

As you will see from the School Calendar, the Order 1 Progress Reports which contain these grades will be published on 14 October and in order to access these you will need to ensure that you can log in to the [Parent Gateway](#). Parents who are new to the School will have received an email invitation to register and existing parents who have forgotten their password can reset this through the Parent Gateway site.

As well as access to published progress reports, I thought it would be an opportune time to remind you about (or introduce you to) some of the other functions that the Parent Gateway offers.

### Your Information

You can check that the information that we hold about you or your son/daughter is correct and up to date and amend this data. This also includes options to update the consents you have given the schools for items such as use of biometrics or Microsoft Teams.

### Satchel One

You will find the Parent Code necessary to add your son or daughter to your Satchel One (Show My Homework) account. If you require further assistance in getting set up on Satchel One you can find it [here](#).

### Attendance/Merits/Sanctions

You can check the attendance of your son/daughter in both summary and detail form and report absences; you can also keep up to date with any merits that have been awarded or any sanctions such as detentions that have been given.

### ICT Details

You can find links to SharePoint (the School's VLE) and also reset your son or daughter's network password should they forget it.

### Noticeboard/Messages

You can view emails/letters sent by the School as well as notices sent to pupils on the digital noticeboard.

I hope that you find Parent Gateway useful but should you have any issues with either registering for or using it, please email the team on [parentgateway@strs.org.uk](mailto:parentgateway@strs.org.uk).

Kind regards,

Dave Dempsey

Assistant Headteacher

## SIR THOMAS RICH'S

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