

# MyStudent

The on-line portal for parents and guardians of students at Collyer's.



**Please note live information will be available after the student has enrolled and classes have started**

Our partnership with parents and carers plays a very important role in supporting students to achieve their full potential. We encourage you to register for **MyStudent** so that you can be aware of attendance and progress in order help your student make a successful transition to sixth form study.

## What MyStudent can do for you:

- Home Profile - you can check we have accurate details of address and phone number
- Teaching Groups
- Timetable
- Attendance
- Action Plans
- Tracking: Progress Reviews
- Exam Timetable
- Parent Evening Appointments
- Details of trips and items for sale or purchased (only purchasable by students)

## Timetable: With attendance by period

Profile Groups Times Attendance Notes Tracking Exams Reviews Shop					
Timetable		Appointments			
The period on now is salmon pink!		This is your student's timetable for the week Attendance is cumulative for all classes in the given period			
		Download			
Period \ Day	Monday	Tuesday	Wednesday	Thursday	Friday
1 08:40 09:45	f1 BTEC Triple Sport L3 1A C101 100%	a1	g3	c2 BTEC Triple Sport L3 1A C102 92%	b4
2 09:45 10:50	e1 BTEC Triple Sport L3 1A C109 100%	g1	d3 Planned Study SITE	f2 BTEC Triple Sport L3 1A C109 100%	c3 BTEC Triple Sport L3 1A C110 100%
3 11:10 12:15	e2 BTEC Triple Sport L3 1A C101 100%	g2 1st Year Tutorial M202 93%	d4 Planned Study SITE	f3 BTEC Triple Sport L3 1A C101 100%	c4 BTEC Triple Sport L3 1A C110 100%

## Attendance: Registers and percentages in each subject and total attendance

2018

Here are your attendance marks. Ask your teacher if anything is wrong. All absences must be notified to Student Services by your parents or carers. Email [Absence@collyers.ac.uk](mailto:Absence@collyers.ac.uk) or call the Absence Line on 01403 216528.

Key		Group		College	
7	1	Present	Group	Score	Max
L	1	Late	180M-CDS-	10	14
O	0	Absent	18BS-1XC2-ABD1	127	152
P	1	Placement	18EN-1-G2-C--2	27	39
S	1	StudyLeave	18MA-1-G2-F--1	16	40
U	0	Unwell			
V	0	Visit			
			Score	Max	Max
			180	243	73%
					67

Date	Day	Start	Group	Code	Mark	Absence note
07/01/19	Monday	07 Jan 08:40	Mathematics GCSE	18MA-1-G2-F--1	0	
04/01/19	Friday	04 Jan 14:05	Mathematics GCSE	18MA-1-G2-F--1	/	
04/01/19	Friday	04 Jan 11:10	English GCSE	18EN-1-G2-C--2	/	
04/01/19	Friday	04 Jan 09:45	English GCSE	18EN-1-G2-C--2	/	
04/01/19	Friday	04 Jan 08:40	BTEC Business L2	18BS-1XC2-ABD1	/	
03/01/19	Thursday	03 Jan 15:10	BTEC Business L2	18BS-1XC2-ABD1	/	
03/01/19	Thursday	03 Jan 09:45	Mathematics GCSE	18MA-1-G2-F--1	0	
03/01/19	Thursday	03 Jan 08:40	English GCSE	18EN-1-G2-C--2	/	
18/12/18	Tuesday	18 Dec 12:15	BTEC Business L2	18BS-1XC2-ABD1	/	
18/12/18	Tuesday	18 Dec 09:45	1L Year Tutorial	180M-CDS-G1	S	
18/12/18	Tuesday	18 Dec 08:40	BTEC Business L2	18BS-1XC2-ABD1	/	
17/12/18	Monday	17 Dec 15:10	BTEC Business L2	18BS-1XC2-ABD1	0	
17/12/18	Monday	17 Dec 14:05	BTEC Business L2	18BS-1XC2-ABD1	0	

## Exams: Timetables and Rooming

Profile Groups Times Attendance Notes Tracking Exams Reviews Shop					
Exam Entries and Timetable			Results are published on MyProgress only		
These are your student's timetabled exams for the next session If there is more than one exam in a session they will run consecutively in the order shown Incarceration between exams may be required in some cases					
<b>AM start is 09:30 - PM start is 14:00</b> Rooms and seats are subject to change <b>ORALS, PRACTICALS and COURSEWORK timings are not listed</b> Check with subject teachers Read the Instructions to Candidates =>					
Date	AM/PM	Option	Component	Room	Seat
05/11/18	00	ENGLISH LANGUAGE PAPER 1	8700/1	Duckering Hall	E10
07/11/18	00	ENGLISH LANGUAGE PAPER 2	8700/2	Duckering Hall	E10
09/01/19	00	Principles of Marketing	DB-BP	Duckering Hall	B5

MyStudent was written by Collyer's for Microsoft Internet Explorer 11

## Parent Evening appointments:

The screenshot shows the 'Appointments' section of the MyStudent portal. At the top, it says 'Hi Mum, this is part of My Progress' and 'You loaded this page at 09:37 on 17/05/2019'. Below the navigation tabs, there's a dropdown menu for the year '2018-19'. The main heading is 'Appointments' with a sub-heading: 'You can book appointments for Parents Evenings here. Your student is encouraged to attend with you'. A table lists four events:

Event Date	Event Title	Start	Finish	Select
Thursday 22 November 2018	1A Parents Evening (A-K)	18:00:00	20:30:00	Select
Tuesday 27 November 2018	1A Parents Evening (L-Z)	18:00:00	20:30:00	Select
Thursday 28 February 2019	2A Parents Evening (A-K)	18:00:00	20:30:00	Select
Tuesday 5 March 2019	2A Parents Evening (L-Z)	18:00:00	20:30:00	Select

## Performance Reviews: Performance and 'Studentship' grades

The screenshot shows the 'Progress Reviews' page. It features a navigation bar with tabs for 'Profile', 'Groups', 'Times', 'Attendance', 'Notes', 'Tracking', 'Exams', 'Reviews', and 'Shop'. Below the navigation, there are tabs for 'PARENT and KAT (before 2018)', 'Progress Reviews (from 2018)', and 'the Markbook is not available on MyStudent'. The main heading is 'Progress Reviews'. There are filters for 'Standard' and '2018' course year. A table shows performance data for three dates: 1. October 30/10/2018, 2. January 15/01/2019, and 3. March 25/03/2019. The table has columns for 'Subject', 'Teacher', 'Assessor', 'Current', 'Minimum', 'Maximum', 'Target', 'Result', and 'Mark'. The subjects listed are BTEC Business L2, English GCSE, IL Year Tutorial, and Mathematics GCSE.

## Groups: Subject and Teacher initials

The screenshot shows the 'Groups' page. It features a navigation bar with tabs for 'Profile', 'Groups', 'Timetable', 'Attendance', 'Notes', 'Tracking', 'Exams', 'Reviews', and 'Shop'. Below the navigation, there's a heading: 'Here are your student's groups allocated in accordance with the Learning Agreement'. A table lists the groups with columns for 'Group', 'Code', 'Staff', 'Start Date', 'End Date', 'Target', and 'Result'.

Group	Code	Staff	Start Date	End Date	Target	Result
BTEC Business L2	18BS-1XC2-ABD1	[Redacted]	10/09/2018		MM	
BTEC Business L2	18BS-1XC2-ABD1	[Redacted]	10/09/2018		MM	
BTEC Business L2	18BS-1XC2-ABD1	[Redacted]	10/09/2018		MM	
English GCSE	18EN-1-G2-C--2	[Redacted]	10/09/2018			
IL Year Tutorial	180M-CDS-G1	[Redacted]	10/09/2018			
Mathematics GCSE	18MA-1-G2-F--1	[Redacted]	10/09/2018			

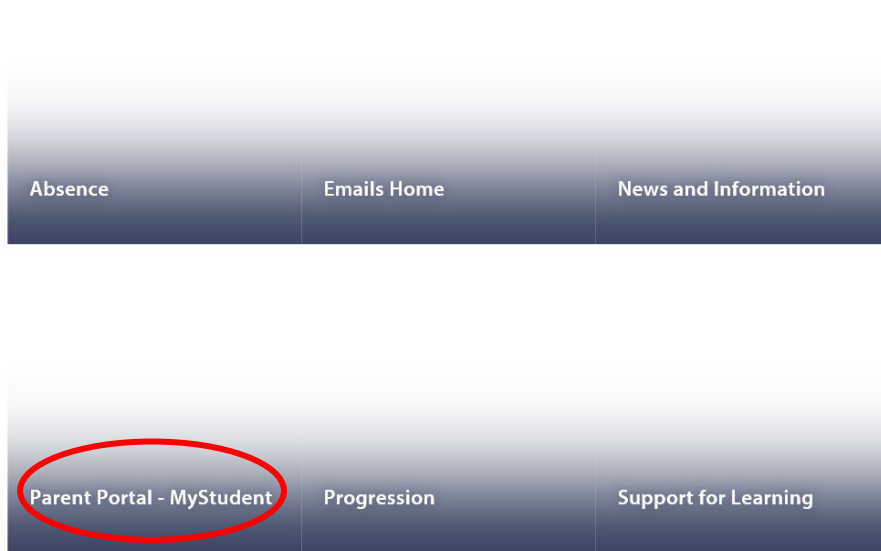
To access MyStudent go to the College website [www.collyers.ac.uk](http://www.collyers.ac.uk) and choose Parents/Carers\_ Parent Portal-MyStudent



The screenshot shows the navigation bar of the college website. The 'Parents/Carers' link is circled in red. Other links include 'Adult Education', 'Old Collyerians' Association', 'Hire Our Facilities', 'My Collyer's', and 'Vacancies'. Below the navigation bar, there are tabs for 'ABOUT COLLYER'S', 'ACADEMIC', 'COLLEGE LIFE', 'ADMISSIONS', 'INTERNATIONAL', and 'CONTACT US'.

## Parent/Carers

Welcome to Collyer's parent/carer area. Here you will find information to help you and your student during their time at Collyer's



Register by supplying the e-mail address originally given to us as your student's 'primary contact', your student's college reference number (beginning SY on their ID card) and a familiar name (Mum) for display.

Once your student has given consent to access **MyStudent**, **only** their Primary Contact will be emailed with their login details. If separated parents both require access we need the student's consent for both parents to have access. Please email [Mystudent@collyers.ac.uk](mailto:Mystudent@collyers.ac.uk) for assistance in setting this up.

If you login to MyStudent for the first time or your login has been re-set then you will be asked to change your password straightaway

If you have any difficulties with the system or suggestions for improvement please mail: [Mystudent@collyers.ac.uk](mailto:Mystudent@collyers.ac.uk)

*Your Parents/Guardians will have access to MyStudent when the student gives consent. To subsequently remove consent the student is advised to discuss their options with their Head of House.*

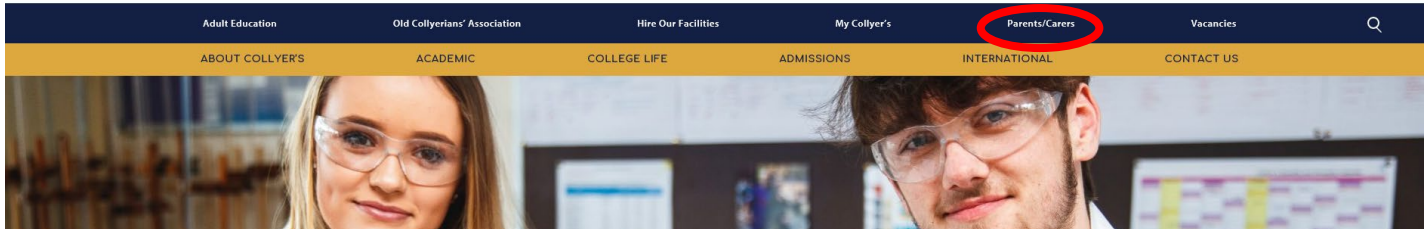
## Useful Contact Details

Collyer's website: [www.collyers.ac.uk](http://www.collyers.ac.uk) includes information about:

Feb 2020

- E-Safety and Prevent Guidance
- Term Dates
- Study Support and Student Wellbeing
- Careers and Higher Education
- Absence
- Events

Parents/Carers link at the top of the Home page directs you to regular email updates from the Principal



## Parent/Carers

Welcome to Collyer's parent/carer area. Here you will find information to help you and your student during their time at Collyer's

