

HERITAGE HOUSE SCHOOL



Parent Guide to online reporting and the SLG (SIMS Learning Gateway)

INTRODUCTION

Welcome to the Heritage House School online e-portal for parents. This portal is known as both the Bucks Learning Portal (BLP) and the SIMS Learning Gateway (SLG).

Through this portal, parents or guardians can now access the following information about their children who attend Heritage House School

- Key personal information concerning your child (e.g. home address, contact details)
- Your child's real-time attendance data for morning and afternoon registration periods, and
- Your child's assessment data.

You will have been given a user name and password to enable you to access the site: - it is **important** that these should be kept confidential and should **never** be disclosed to anyone. Only parents or carers with 'parental responsibility' for a particular child have been issued with user names and passwords, and these should never be shared. Please protect your user name and passwords at all times and ensure that you keep them in a safe and secure place.

Please note that in this guide any personal details of a student or parent have been blanked out in order to comply with the Data Protection Act.

We hope that you find this guide useful

GETTING STARTED

Go directly to the website <http://slg.bucksgfl.org.uk> (Please note **there is no www**). You may wish to save this to your “favourites” for future use. Once you are on the slg.bucksgfl.org.uk website, you will be asked to log on as shown below:



Online Reporting For teachers and parents

A password protected site for parents to view real time information about their children's learning and well being.

Remote Access Credentials

User name:

Password:

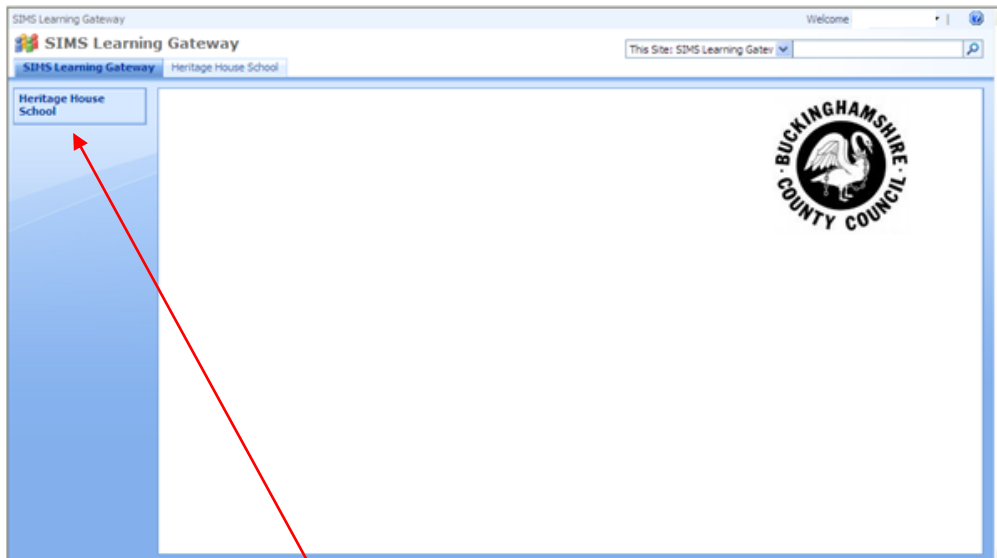
Passcode:

Enter your username and password into the spaces and then click log on to enter the Heritage House School homepage for parents (ignore the “passcode” box). If you share your computer or are using a public computer such as in the library **do not** click on “Remember my password” for your and your child's safety.

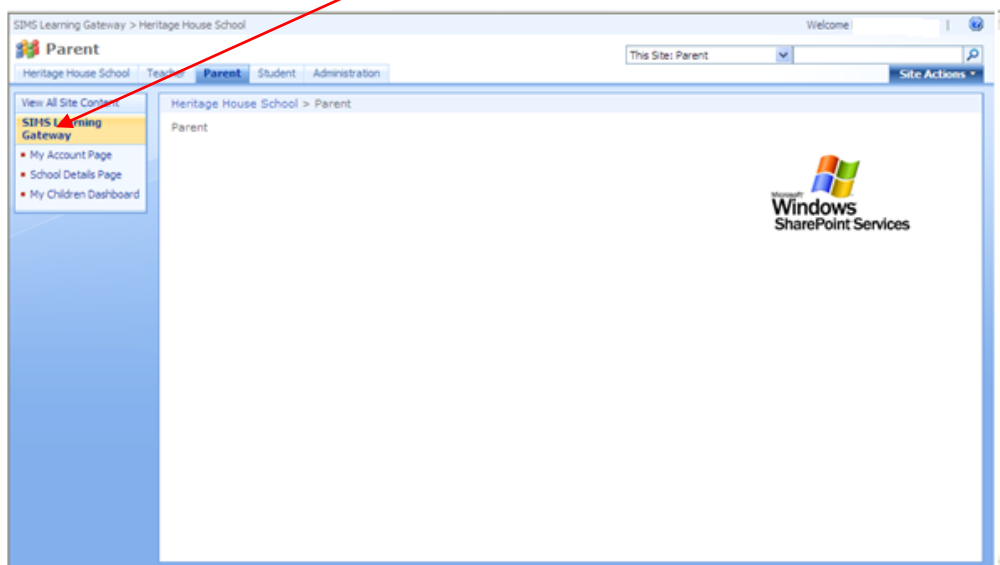
Your username and password are case sensitive so ensure you type them in correctly.

HOMEPAGE FOR PARENTS

When you have successfully logged on the following display will be shown:

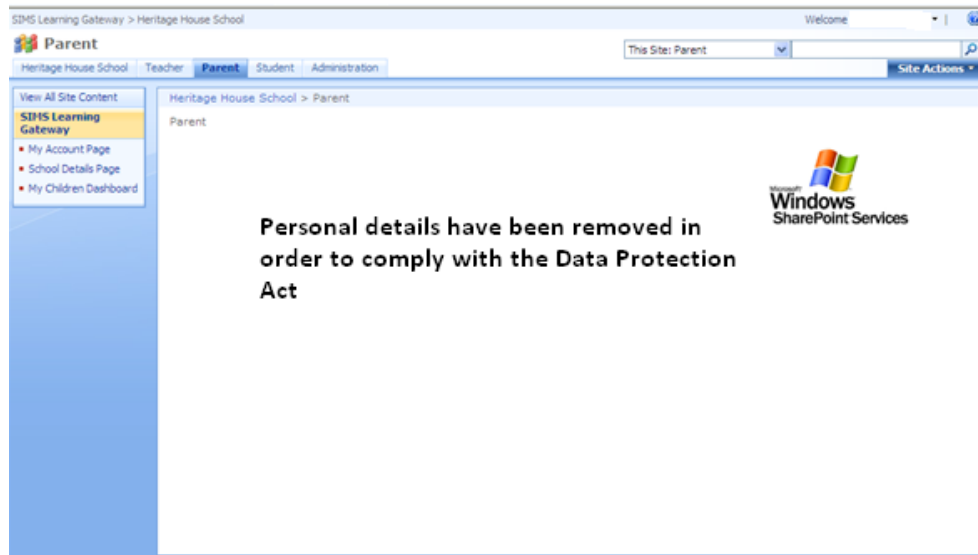


Click on **Heritage House School** to access the Parents' site options which can be seen on the left hand side of the page.



My Account

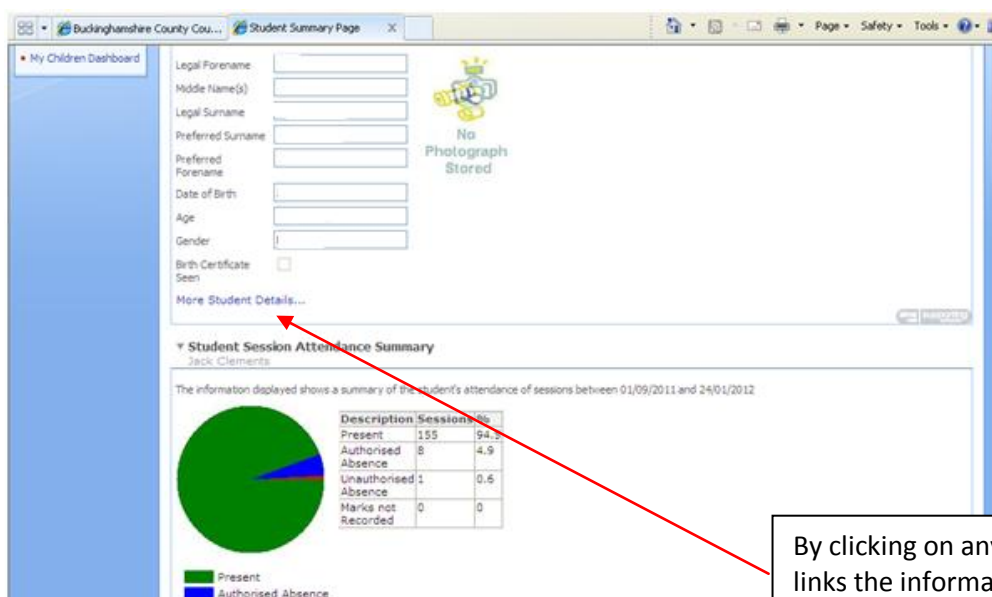
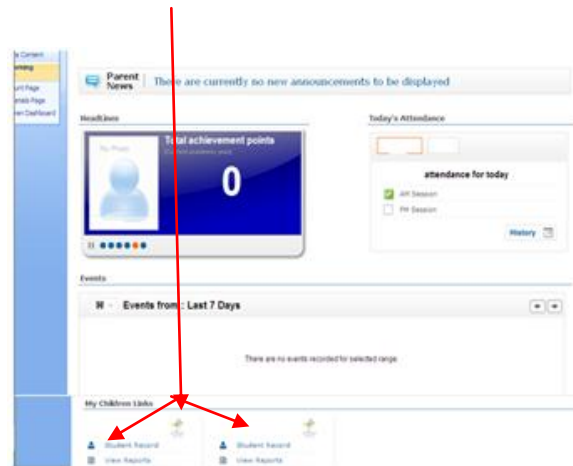
The following information about your BLP account can be accessed by clicking on the “My Account” page. Here you will be able to see the information we hold on you as a parent/carer in our school database. If anything is incorrect, please e-mail the school office at office@heritagehouse.bucks.sch.uk.



Please ignore the “Consolidate My User Accounts” section as this is only relevant to school staff

My Children Dashboard

By clicking on the “My Children Dashboard” from the Parents’ site page you will access the “My Children” browser and see the following screen. You should also see any other children that you have attending other schools in Buckinghamshire by being able to click on the other schools tab; however, please be aware that all schools are at different stages and you will access various information from differing schools. The example below shows that the parents have two children’s records and clicking on the link will give you more information about your child.



Below the pie chart of attendance a summary can be accessed by clicking on the blue link “More Session Attendance Details”.

