



# Backwell School

An Ofsted Outstanding School  
A National Teaching School

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Headteacher: Jon Nunes MA

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Dear Parent/Carer

## Re: Year 7 Short Reports

The first progress report for your child will be available by Friday 15<sup>th</sup> March. I am writing to let you know that you will receive this report electronically via the Parents' Portal on FROG.

This is the first time we have implemented a completely paperless system by moving the whole process online. This change will allow us to save time and resources; better protect your personal data and have a positive environmental impact.

This is a significant change for us and we will be asking for your feedback shortly to ensure it meets the needs of all concerned.

In order to view your child's report you will need to have an active Parents' Portal account. Please also let us know as soon as possible if you are not receiving our email correspondence so that we can update the contact details we hold for you.

If required, all parents can use the following procedure to activate their Portal account or reset their password:

- Go to the Portal: <https://froglearn.backwellschool.net>
- Click on the "forgot password" link.
- Enter your email address (this must be the address you provided to the school) and submit.
- Check your inbox for an email from FROG (you may need to check your spam folder).
- When the email arrives, click on the reset link.
- You will be taken to a page which shows you what your username is (your username is not your email address) – please make a note of your username.
- Fill in the boxes to create a new password and finish.

You can also access the same information via the FROG app using the procedure below:

- Search the app store for "My Frog"
- Download the app
- When prompted for a url enter: [froglearn.backwellschool.net](https://froglearn.backwellschool.net)
- Enter the same username and password you use to access our Parents' Portal (see above if you need a new password)

To watch a short video that explains how the app works, visit this address:

[www.frogeducation.com/community/training/gettingstarted/parents/myfrog](http://www.frogeducation.com/community/training/gettingstarted/parents/myfrog)

When you have logged in (via the app or a desktop) the report can be found on the Dashboard under "My Child / Attainment"

If you have more than one child at Backwell you can toggle between students' names using the cog button:



You will now be able to view, download and print the report as necessary. Over time, a library of all progress reports will build and you will be able to refer back to them at any time.

There is a great deal more information available on our Portal such as home learning tasks, attendance and behaviour. If you have not logged in before I would encourage you to do so. If you encounter any problems while trying to set up your account, please email [mailbox@backwellschool.net](mailto:mailbox@backwellschool.net) for help.

I thank you in advance for your support in this matter. As mentioned at the start of this letter, we will be reviewing this change so please do complete the questionnaire when it is circulated next week.

Yours Faithfully



Mr P Conkie  
Deputy Headteacher

Get the My Frog app today!