



Nash Mills CofE Primary School

Headteacher:

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Dear Parents and Carers,

Welcome to Arbor!

Please follow the simple instructions below to set up your account. Note that there is no need to create separate accounts for multiple children; parents with more than one child at our school will be able to view all of their children under one account therefore.

1. The first time you go into Arbor to set up your account, please ensure that you **use a browser such as Google Chrome** (you may find it easiest to do this on a laptop or tablet). After you have logged in for the first time, you can **then** download the Arbor App for future logins via your mobile phone.

2. Go to <https://login.arbor.sc/>

3. Enter your email address (**this must be the same as the email address that we have on school records** i.e. the same email we have sent this message to)

4. Click on 'Forgot Your Password?' and follow the Password Re-Set Instructions, ensuring that you tick to 'accept' the terms and conditions. You will need to access your emails to complete this step.

5. Once you have set up your account and successfully logged in for the first time, you can then download the Arbor App either from the Playstore on android phones, or the Apple Store on iPhones. You will be able to log in using the same password created during the step above.

If you have any queries, **please email the School**

Office [admin@nashmills.herts.sch.uk] and they will do their best to help.

Kind Regards,

Mr Maher