26th November 2019

Dear Parent/Carer

Y7 PROGRESSO LOG-IN INFORMATION

The Academy uses a system called Progresso to hare with you the following information regarding your child's education:

- Timetable
- Attendance
- Attitude to Learning Data for KS3
- Reports and letters

In order to enable you to access this system, you will receive an email with your Progresso username and a link allowing you to create a password on **Tuesday 3rd December**. **Please note, this link is only valid for 24 hours.** You will receive the link from **TBA-Mail@thebourneacademy.com so** please keep an eye on your Junk/Spam email in case it does not arrive in your inbox.

To access Progresso, once you have created your account, please visit the school's website; www.thebourneacademy.com and click the blue 'LOGIN' link in the top right hand corner then select 'Progresso'.

Please note if you have another child in another year group in the Academy, and have set up a Progresso account, then you will already be able to view your Year 7 child's information. If this is not the case, please contact the Academy for assistance.

Please note that the Academy does not send out paper copies of reports so it is important for you to ensure that you are able to access Progresso if you wish to track your child's progress.

If you have any further questions regarding Progresso, then please contact the Academy at; admin@thebourneacademy.com

Yours faithfully

Steve Saywell
Network Manager