

10 December 2024

Dear Parents

NForma Parent Portal – Semester Two Reports (2024)

Your child's/children's reports will once again be online via the NForma Parent Portal as done previously this year.

Further instructions as to how to access the NForma Parent Portal will be sent out to the current contact email addresses that have been previously supplied to the school via School Stream. An instructional guide to explain how to download the new NForma Parent Portal app will be supplied in the instructions and will be made available on our school website.

It is very important that you have updated your email addresses with the school as Parent Portal login details will come from NForma and not the school. If required, email addresses can be updated from Term One (2025) as the current email addresses the school has are ready in the Parent Portal for the pending release of Semester Two Reports. When you receive the email from NForma, if you have forgotten your password, you can reset it automatically via the "Forgotten Password" link.

From this semester, you will be able to use a computer as well as use the app on a mobile to access your child's/children's reports. Please also ensure that you check your Spam email folder in your email account for an email from the address notifications@nforma.com.au.

Once you have followed the instructions, you will be able to view your child's/children's report online. Semester Two Reports will be published on the Parent Portal on **Friday 13th December 2024 at 3:40pm**. If you wish to have a paper copy printed of your child's/children's report for Semester Two, please contact the office from Monday 16th December 2024.

Kind Regards,



Gary Romeo (ICT Leader)