

# Viewing Your Child's Information

## 2 HOW TO VIEW YOUR CHILD'S REPORTS

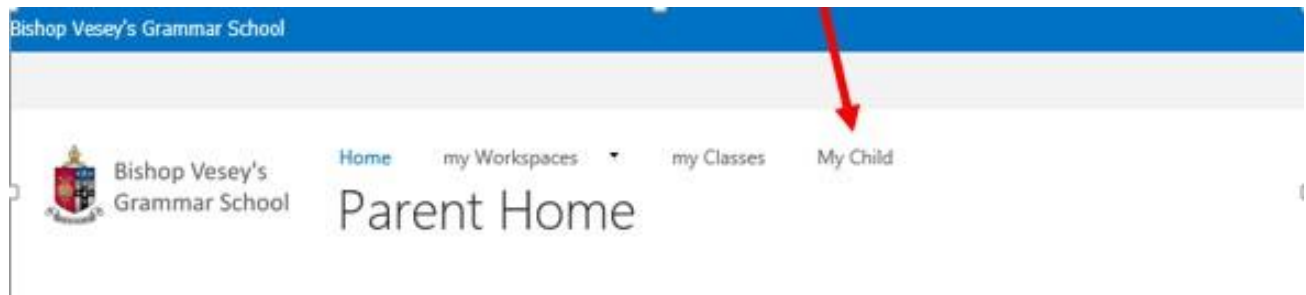
*These instructions have been created using internet explorer. The process for using Google Chrome should not be too dissimilar.*

*For data protection compliance certain fields have been blanked for confidentiality.*

Once you have logged into the VLE you will be redirected to the **Parent Home Page**. On this page is the navigation bar.

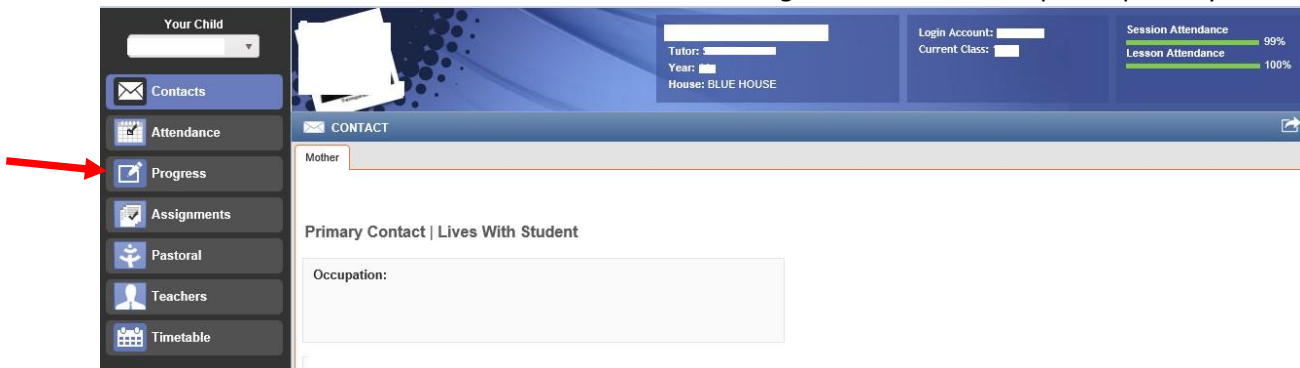
Step 1

Click the **My Child** link.



Step 2

This will launch the Student information Centre. **Click Progress** to launch the report repository.

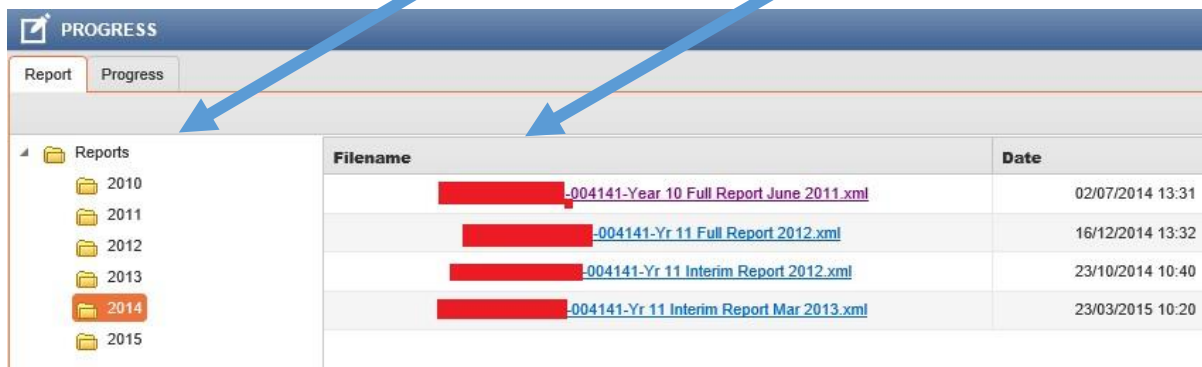


Step 3

If you have more than one child at the school use the drop down box to select which child's reports you need to access.



Here you will find two panels. The left side is for the report year. The right side pane contains links to the reports for the year selected.



#### Step 4

To view a report **click** on the year you wish to view and then the report required. This should then present you with a download link. **The reports are available in pdf format.**



