

## **Bright riders school Parent Portal User Guide**

Visit the school website: brightriders.ae

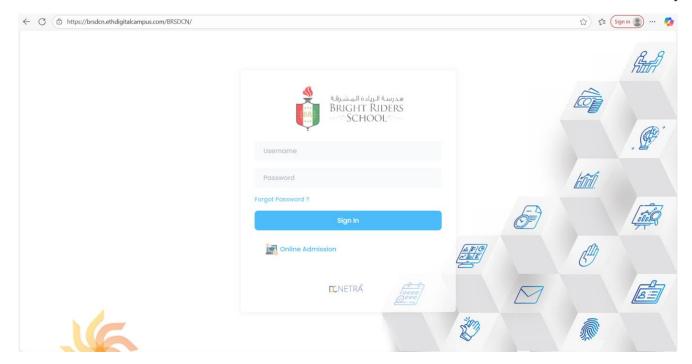
Once you open the school website on the right side, you will find an option to log in to the portal. Click on 'Only for existing students'.



To log in to parent portal, enter the above URL in your web browser and use your existing username (Parent ID) and the password provided by the school team.

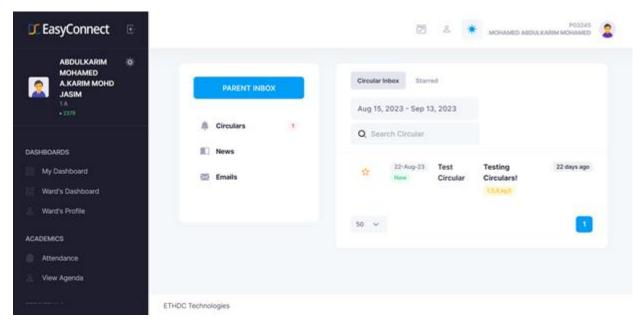
Then click on the Sign In button.





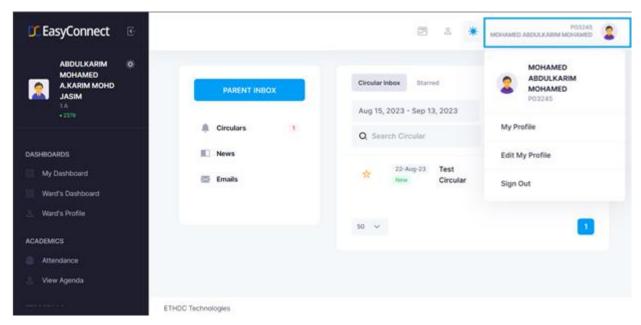
Once you are logged in, you will see the main page of the Parent Portal. On the main dashboard, options for Circulars, News, and Emails are available.

Circulars, News and Emails posted by the school will be shown on the main page (My Dashboard).

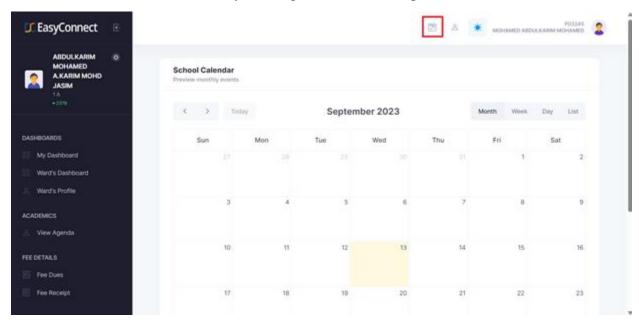


On the Right-hand-side top corner Parents can view their own Profile, Edit Profile, change password and sign out button is available for logging out of the account.





School Calendar can be accessed by clicking on the calendar option.

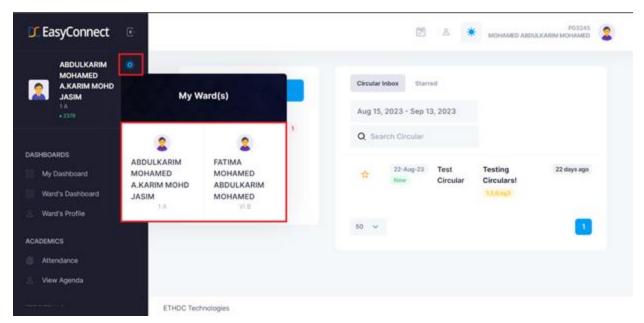


The details of activities such as sports events, school holidays, etc. can be viewed on the school calendar.

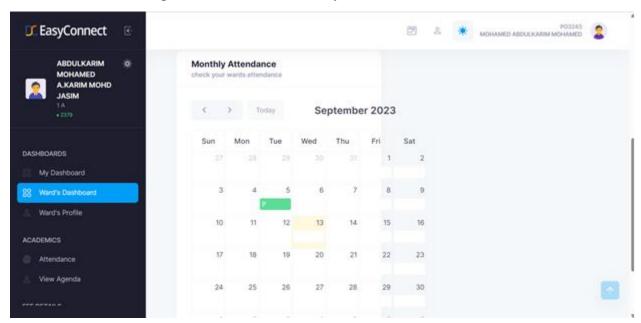
On the left-hand side parents can see the student profile.

If more than 1 sibling are there, click on the setting icon, and it will show you the sibling profile. You can select the Student Profile by clicking on the student profile to view all details related to each child.



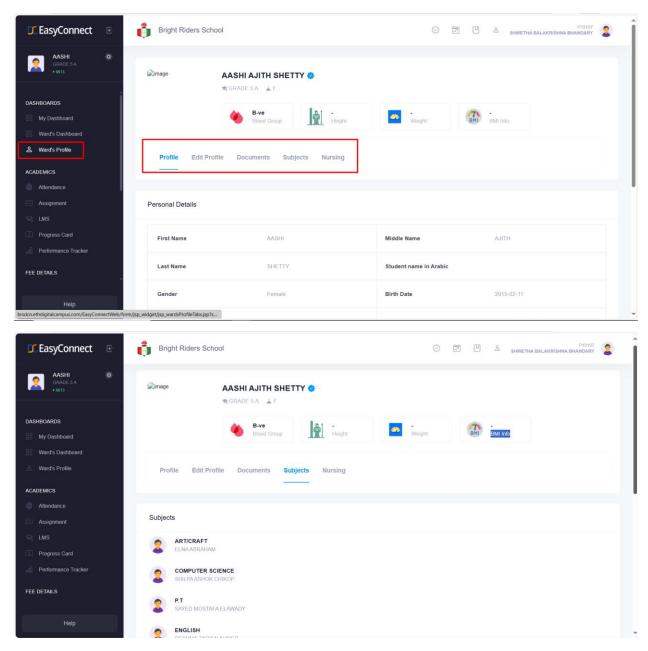


On Ward's Dashboard, parents can see the Monthly student attendance view and much more.



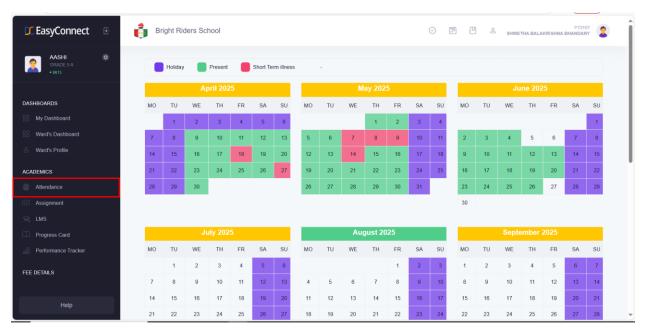
Ward's Profile will provide all the details related to your child such as Student profile, student personal information, documents. Subject details and Nursing details if any.



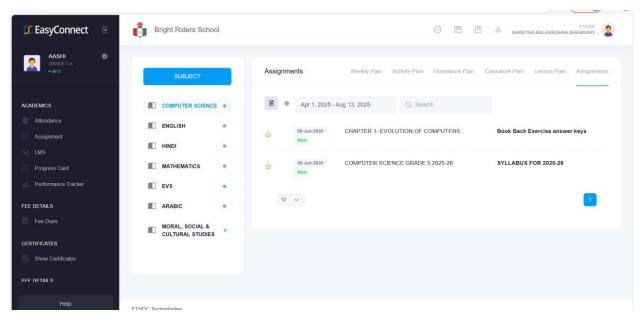


In the Attendance section, parents can view their ward's regular attendance



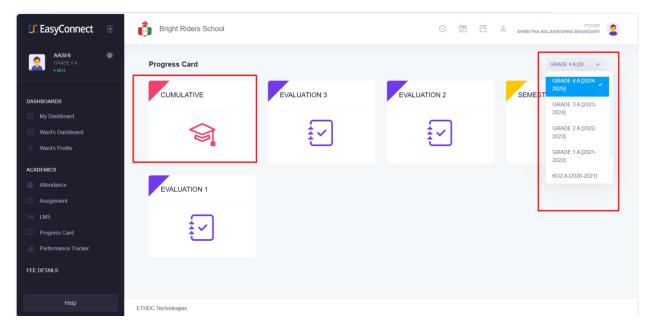


In the Assignment tab, parents can view all content uploaded by teachers, including assignments, lecture plans, and homework.

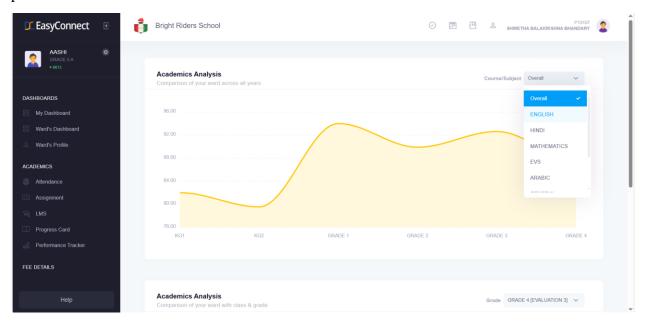


Progress Card: Parents can view, download, and print their ward's report card for each academic year.



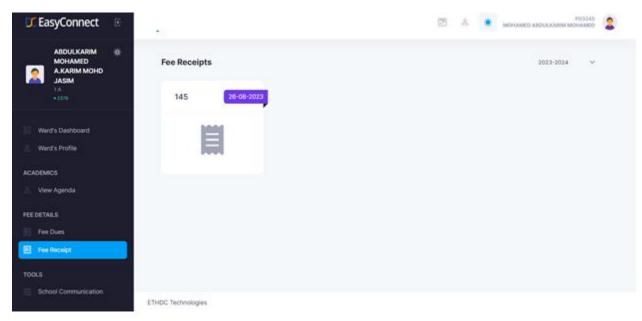


In the Performance Tracker, parents can view graphical reports by subject and overall performance.

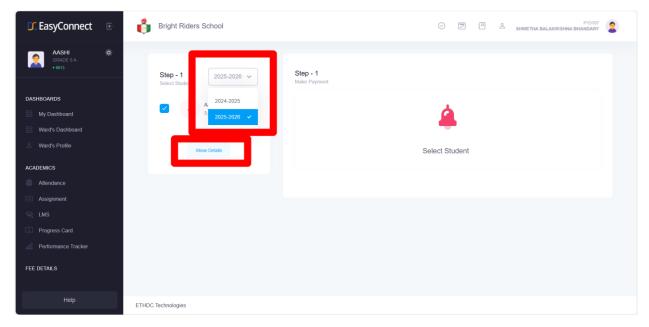


In the Fee Details tab, parents can view fee dues, make payments, and access invoices and receipts.



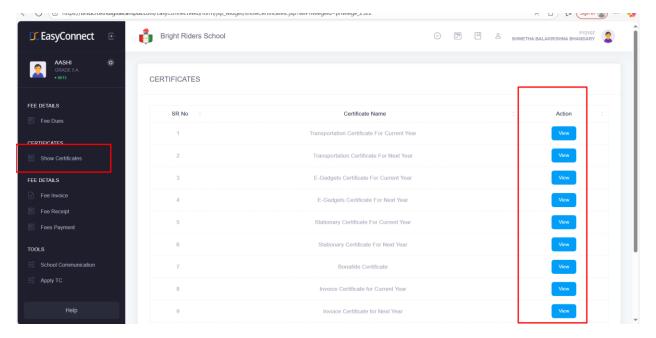


For the fee payment: Go to the Fee Details section and click on 'Fee Payment'. Select the academic year and click on 'Show Details'. You will then see the full fee breakdown and can proceed to pay online



In the Show Certificate tab, parents can download Bonafide, Transport, E-Gadgets, and Stationery certificates for their ward.

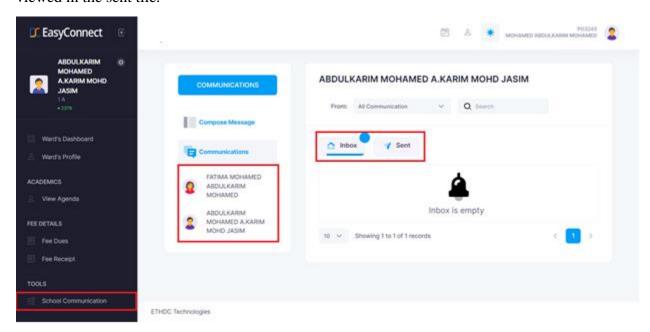




To contact the class teachers and subject teachers, the School Communication option can be used.

Parents can select the child's name and send the communication to the subject teachers of certain children.

Newly received messages from teachers will appear in the Inbox tile and sent messages can be viewed in the sent tile.

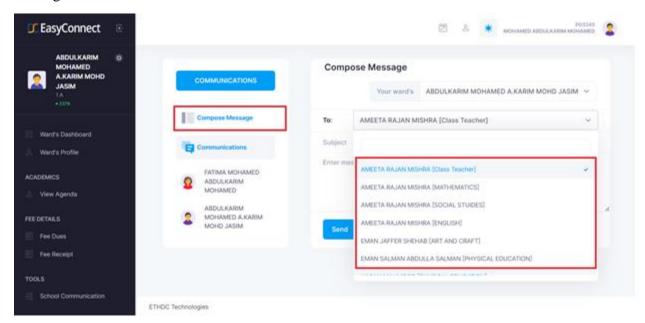


To send the message to the teacher, click on Compose Message.

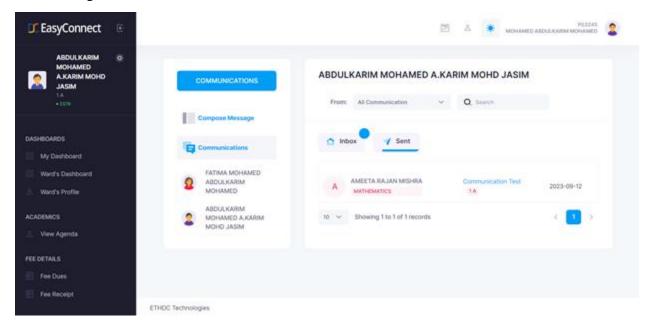
Parents can choose the teacher's name from the list that appeared in the drop-down list.



Select the teacher's name and enter the subject & message and click on the Send button, a message will be sent to the teacher.



Sent messages can viewed in the sent tab.



Parents can apply for a Transfer Certificate (TC) online through the portal using the 'Apply TC' link



