Bennett Memorial Diocesan School
Using Pupiltracking as a Parent

Pupiltracking is a web-based program which enables us to upload our reports for students online, so that parents can access them by logging on to the system, which is very secure, and read the reports online or print them off as a pdf to discuss with their children. We report on students three to four times a year. Reports can be data only interim reports, which summarise progress since the start of the academic year, or full reports (at different times of the year for each year group). Year 7 also have a tutor only report early in October. The Reports Calendar is on the Bennett website on the parents' page and shows the dates that reports appear. Once you have registered as a parent on Pupiltracking you can log on to view, download and print reports.

How to Access Pupiltracking

The best way to open Pupiltracking is via the school website or going to https://secure.pupiltracking.com/secondary_schools/bmds/

 You will see the following screen. Always remember to log on as a 'Parent'.

The first thing you will see is the homepage or external gateway which has any notices relevant to you or your son or daughter clearly in view. These notices will usually be explanations of the last report your son or daughter received.

You will also see a series of tabs entitled, *Home, My Pupils, My Account and Logout*. Under these tabs you can see your children listed (if you have more than one) and your account details (in case you want to change your password); to log out click the logout tab. You can also see which teaching groups your son or daughter is in by clicking on the small 'Teachers' link at the top of the page.

You will also see under your son or daughter's name some tabs which relate only to him or her. These are:

Reports

This tab shows you all the reports available for your son or daughter which you can view by clicking on the relevant report. The report will appear as a pdf file and can be printed or read online.

Pupil Profile

This screen shows you some of the target grades for your son or daughter's subjects if he or she is in Year 10 or 11. If he or she is in Years 7, 8 or 9 there will be no targets because the target of every student in key stage 3 is to reach mastery by the end of the year.

We do encourage you to register on pupiltracking as soon as possible to ensure that you can access the system. It is worth checking regularly to see if there is any new information. Please check your junk mail initially as sometimes emails from the school can go to junk at first. It is important to ensure that the emails go to your current inbox. If you have difficulty with any aspect of pupiltracking please do not hesitate to contact us.

For help contact:		
Pupiltracking (passwords and logging on)	Mrs Paula Aguiriano	aguiriano@bennett.kent.sch.uk or enquiries@bennett.kent.sch.uk

Expand portlets Organise Portlets Field legend Teachers

| Notice Board | Reports | Pupil Profile | General Profile | Attendance |

Pupil Profile

A pupil profile displays shared fields (fields each subject has in common) across all the subjects a pupil currently takes. You can edit the fields displayed by clicking on *Edit pupil profile*.

Edit pupil profile | Refresh pupil profile…

Subject	Set	KS3 Target Level	GCSE Target
Citizenship	11wx/Pc1		
Core_Science	9w/Sc1		
English	11wx/En1	6B	A
English_Literature	11wx/En1		
Graphics	11D/Gr1		A
ICT	11B/If1	7	Merit
Latin	11C/La1		A
Mathematics	11B/MaW	7A	A
Physical_Education	11w/Pe1	8	
Religious_Education	11w/Re1	7	B
Triple_Sc_Biology	11A/Ts1.		A
Triple_Sc_Chemistry	11A/Ts1.		A
Triple_Sc_Physics	11A/Ts1.		A