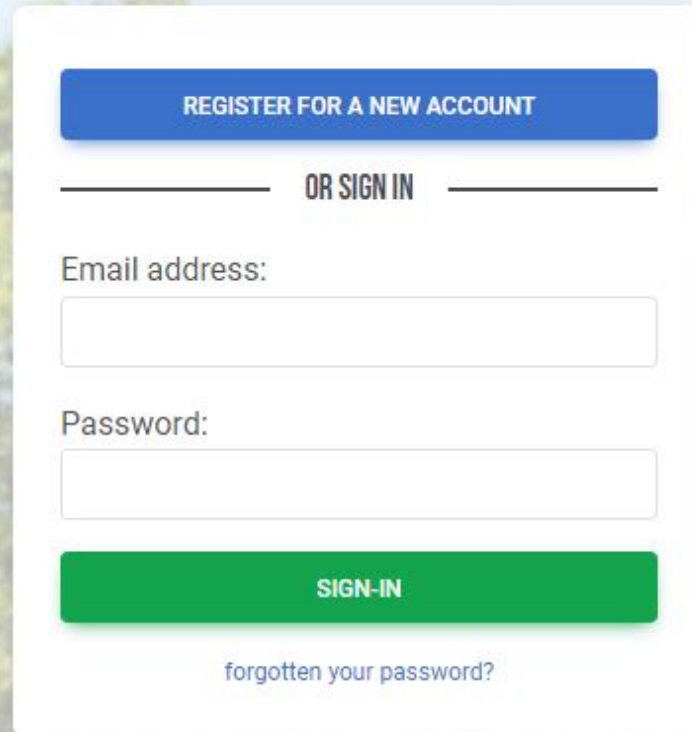


Parent / Carer Guide to the College Portal

www.callywith.ac.uk/portal



REGISTER FOR A NEW ACCOUNT

OR SIGN IN

Email address:

Password:

SIGN-IN

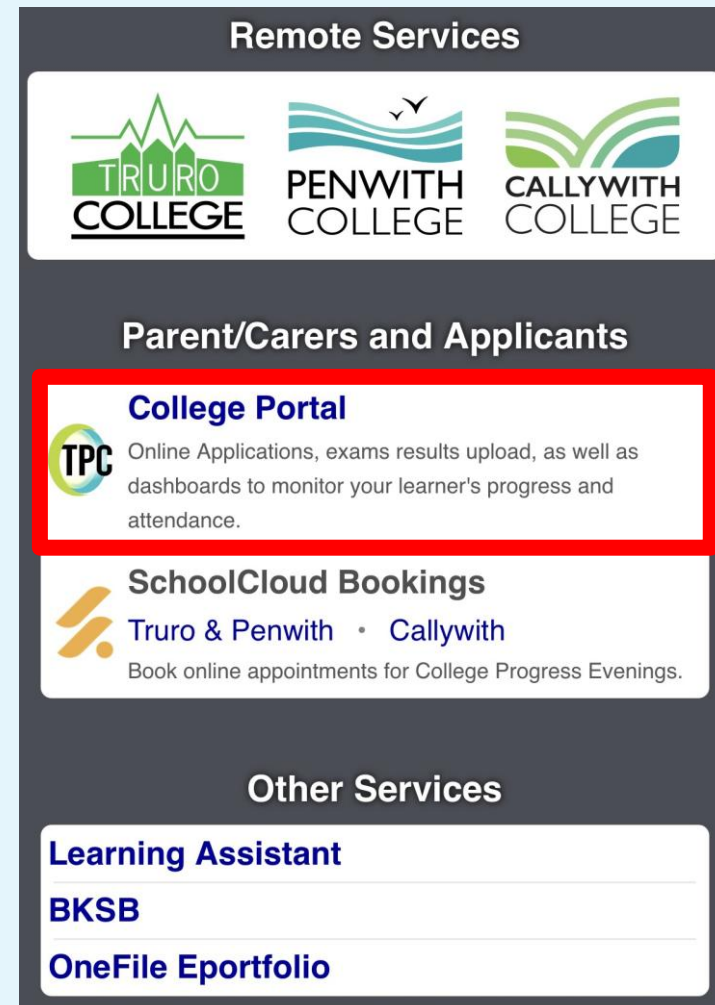
[forgotten your password?](#)

The College Portal allows you to do the following to support your young person:

- Report an absence
- View attendance
- View their timetable

Accessing the College Portal on a mobile phone

Visit callywith.ac.uk and tap REMOTE ACCESS, then College Portal



Accessing the College Portal on a desktop computer

Visit callywith.ac.uk and click on the PARENT / COLLEGE PORTAL button at the top of the webpage

SEARCH SITE

REMOTE ACCESS



NEWS

EVENTS

OPEN TO THE PUBLIC

PARENT / COLLEGE PORTAL



Callywith College



BROWSE COURSES

WHAT TO STUDY

WHY CHOOSE US?

HOW WE SUPPORT YOU

ABOUT US

HOW TO APPLY

PARENTS & CARERS

OUTSTANDING EDUCATION



Parent / Carer Guide to the College Portal

Click the PARENT / COLLEGE PORTAL link



SHARE THIS:



Parent / College Portal & Online Shop

Parent / College Portal

The [PARENT / COLLEGE PORTAL](#) allows parents / carers to report an absence for the young person in their care as well as view their attendance and timetable.

Please read the [PARENT / CARER GUIDE TO THE COLLEGE PORTAL](#)

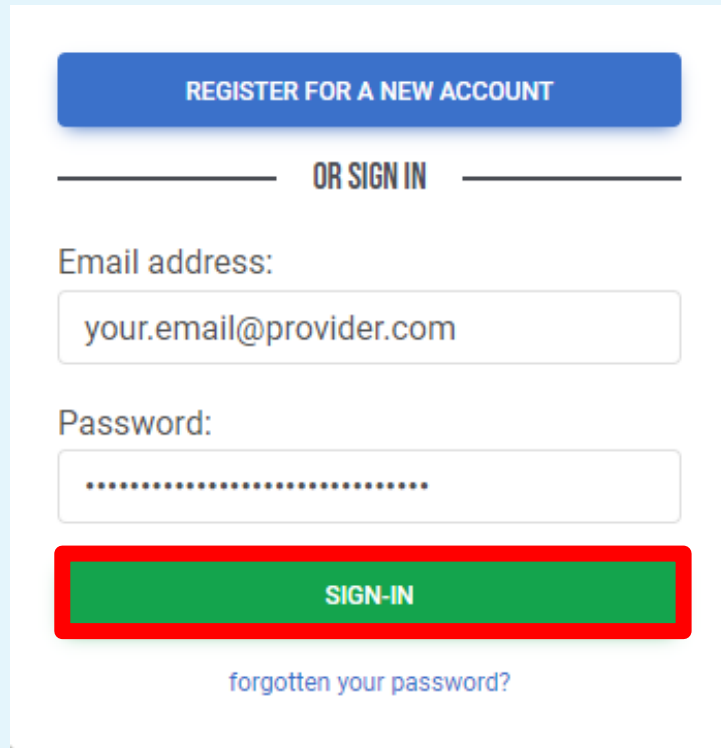
Parent / Carer Guide to the College Portal

Sign in with an existing account

(NB the [college store](#) uses a separate login)

OR

Register an account



REGISTER FOR A NEW ACCOUNT

OR SIGN IN

Email address:

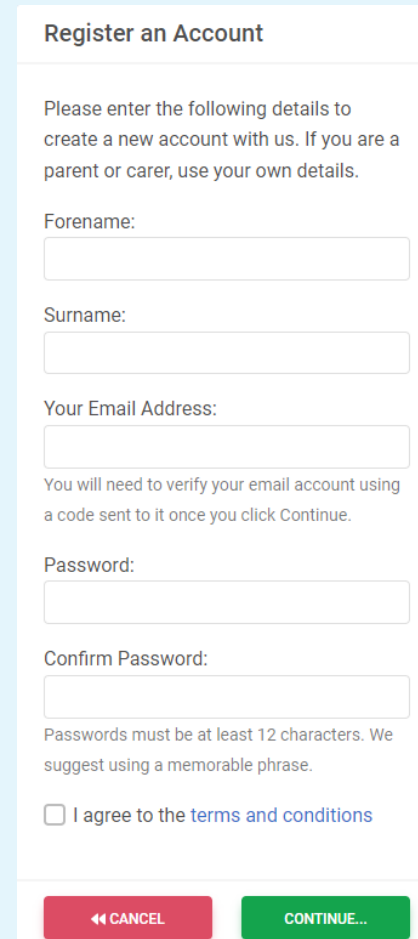
your.email@provider.com

Password:

.....

SIGN-IN

[forgotten your password?](#)



Register an Account

Please enter the following details to create a new account with us. If you are a parent or carer, use your own details.

Forename:

Surname:

Your Email Address:

You will need to verify your email account using a code sent to it once you click Continue.

Password:

Confirm Password:

Passwords must be at least 12 characters. We suggest using a memorable phrase.

☐ I agree to the [terms and conditions](#)

◀ CANCEL CONTINUE...

Please note: When registering as a parent or carer, you should use the email address listed as 'Next of Kin 1' or 'Next of Kin 2' on your young person's student record. Next of Kin contacts should not be the same as the student email address. Please contact enquiry@callywith.ac.uk if you have any queries.

Parent / Carer Guide to the College Portal

Use this page to report an absence, view attendance or timetabled classes



COLLEGE PORTAL

0

[Home](#)

[Apply](#)

[Purchase](#)

[Your Account](#)

[Sign Out](#)



SARAH HELPMANN

Your Personal Account

[Apply to join the College](#)



JOSHUA HELPMANN

Managed Student (jh702362)

[Report absence](#)

[View attendance](#)

[View timetable](#)

[Termly reviews](#)

[Start a new application](#)

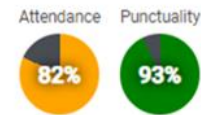
[Show 1 hidden application](#)

[College email account and password is only available to the account holder](#)

[Upload a new ID card photo](#)

[View & manage consent forms](#)

[Purchase items](#)



HELPING SOMEONE ELSE

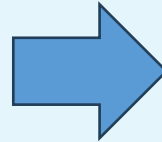
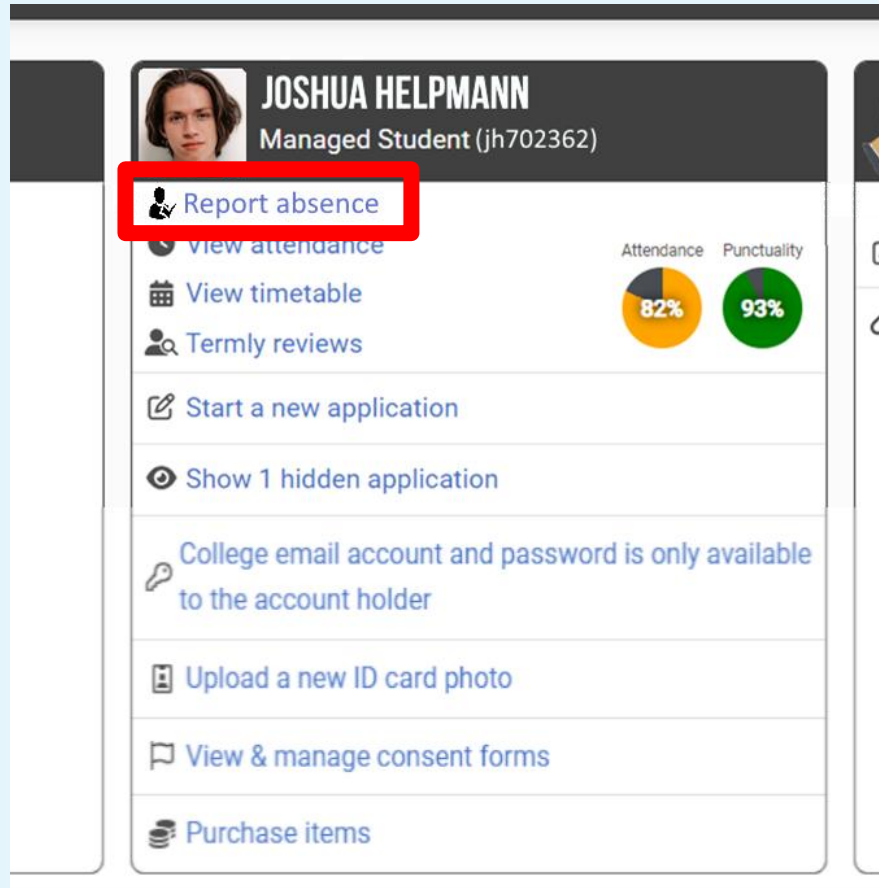
If you're a parent/carers...

[Apply to courses for someone else](#)

[Link to an existing student to purchase items](#)

Parent/Carer Guide to the College Portal

Report an absence



To report an absence, select the lesson(s) on the day(s) which your child / young person was absent for. If they were absent for the entire day due to illness, for example, please select each lesson for that day. Multiple days and lessons can be selected periods of absence.

If your child / young person was not absent for the whole day (missing period 1 09:15-10:45 for a dental appointment) and returned to college for later lesson, please only select the lesson(s) they were not present in college for. If the absence occurs over more than a single week, submit a single week then move to the next week and repeat.

When the lesson(s) and day(s) have been selected, please then select a category for their absence from the list. If the reason for absence was for different on separate days (for example, illness on the Monday and a University visit on the Tuesday) please select and submit the days and lessons for each reason separately.

You are able to input the reason for absences in the past (up to 14 days) and up to 1 year ahead for advanced notification of absences. **Please note: it is the responsibility of the parent / carer to ensure that advanced notification of absences do not clash with examinations, coursework deadlines or planned college trips for your student. Please ask your student to confirm with their tutor and subject lecturers prior to making an advance notification of absence.**

For each submission of absence, a reason for the absence must be entered in the Additional Notes section (i.e. Planned Absence - Dental Appointment). If this information is sensitive please provide a brief reason and provide further detail to your young person's tutor. Finally, submit the absence notification using the green Submit Absence Notification.

Week commencing

IMPORTANT: Please do not add sensitive or confidential information to an absence message.

Instead, please give a brief reason and contact your young person's Personal Development Tutor via attendance@callywith.ac.uk to provide further detail.