



# Bishop Wordsworth's School

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**Head Master:** Dr S D Smallwood BSc (Hons) PhD NPQH

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10 December 2018

Dear Parents/Guardians

In order to simplify operations at BWS, we are increasing the number of functions that operate through the Insight Parent Portal. Making appointments for Parents' Consultation Evenings for Years 7-11 will move over to this system from January 2019 and we will shortly be introducing a new finance package, WisePay, which will replace Scopay. You will receive further information about these new features separately in the next few weeks. In addition, when we change to WisePay, all letters and notices from the school will appear directly in Insight with email only being used to alert you that you have a new message in Insight to read.

Being able to log on to the portal will therefore be very important as it will be the only way in which these (and many other) features can be accessed. I'm very pleased that so many parents are using the portal, but there are still some who have not done so this term. These parents will have been sent a reminder email about how to do so – so please check your inbox if you think this might apply to you. If you have forgotten your password, there is a link to follow on the login page which can be accessed from the homepage of the school website.

Any issues relating to using the Insight Parent Portal should be sent to the support team: [insight@bws.wilts.sch.uk](mailto:insight@bws.wilts.sch.uk).

Yours faithfully

Mr Andy Harmsworth  
Assistant Head