



Bishop Wordsworth's School

Exeter Street, Salisbury, Wiltshire SP1 2ED

Telephone: 01722 333851

Fax: 01722 325899

E-mail: admin@bws.wilts.sch.uk

Website: www.bws-school.org.uk

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

11 February 2019

Dear Parents/Guardians

INSIGHT PARENT PORTAL SERVER REPAIRS

Unfortunately it will be necessary to take Insight offline during the half-term break in order to make repairs to the server. As a consequence, Insight will be unavailable from 4pm on Thursday 14 February. Whilst we are hoping to be able to bring it back online for the start of the next half-term it does depend on how quickly the server can be repaired and reinstalled.

Your son's teachers will therefore not be setting any homework to complete over half-term on Insight. If your son needs to retrieve information about work set in the past, he must do so before 4pm on Thursday next week. Work uploaded to the school's website will still be available.

Whilst Insight is offline it will also not be possible for parents of boys in Year 8 to use the system to make appointments for their Parents' Evening on 5 March. All being well, booking will open from 10am on Monday 25 February but if Insight is still offline we will ask boys to make appointments directly with their teachers, as we have done in previous years.

If you need to inform us of any changes to data we hold about you or your son (e.g. medical details, change of phone number, etc.) please could you do this once Insight is back online.

WisePay will still be accessible and please use the mobile app or login through the school's website: click on the Insight/Finance Parent Portal and follow the link to the WisePay Finance Portal, or simply click the link below:

<https://www.wisepay.co.uk/store/generic/template.asp?ACT=nav&mID=310816>

We apologise for any inconvenience this may cause and hope to have Insight back online as soon as possible.

Please check the school's website for further announcements regarding access to Insight.

Yours sincerely

Mr M A Harmsworth
Assistant Head i/c ICT