



Telephone | Ffôn: 02920 499549 📞
Email | Epost: roathparkprm@cardiff.gov.uk ✉

Ref: Arbor-InitialLetter (ACTION REQUIRED)

Date: 14.07.2026

Dear RPPS Families,

As previously mentioned, all Cardiff schools are moving to a new management information system called Arbor. Therefore, all future communication will be sent via Arbor.

As parents and carers, you will need to download the Arbor Parent App. This app will be used as the main platform to:

- view up-to-date records of your child's attendance and punctuality
- update key information e.g. telephone numbers, addresses
- receive messages and communicate with the school
- book parents' evening appointments

Other than ordering your child's meal, you will be able to do everything else through Arbor. The first step for you is to download the app and set a password. To do this:

- Go to <https://login.arbor.sc/>
- Click on "Forgotten password"
- Follow the on-screen instructions
- Your username will be the email address to which this email has been sent.

Please note that this system is new to all schools in Cardiff, and we are continuing to evaluate, refine and improve how we use its different features.

If you experience any difficulties, please do not hesitate to contact the school for support. Please feel free to disregard this letter if you have already completed the steps above.

Kind regards,

Mr. L Fitzgerald

"Living Together, Learning Together, Growing Together" | "Byw Gyda'n Gilydd, Dysgu Gyda'n Gilydd, Tyfu Gyda'n Gilydd"

Headteacher | Pennaeth: Mr. Lewis Fitzgerald
Deputy Headteacher | Dirprwy Bennaeth: Ms. Jane Marker
Website: <https://www.roathparkprimaryschool.co.uk>
Official Twitter: @roathparkprm