



 newcollaborative
Learning Trust

 newcollege
Bradford

A Guide To Creating A Parental CEDAR Account

 CEDAR


engage

What is CEDAR?



CEDAR is the online secure platform we use to monitor the progress of your child and is specifically designed for schools and colleges. Many outstanding educational establishments use this across the UK. We can use this tool to communicate with staff, parents and students.

The CEDAR platform shows your child's timetable, current attendance and 'lates', the grades they are achieving in their assessments and Pastoral Logs.

Pastoral Logs are entries written by your child's teachers and can include 'well done' commendations, behaviour concerns including missed homework (DIL), and general information. You can also see if your child has been placed on an Intervention or Contract to support their progress.

Setting Up Your CEDAR



- [Use the QR code](#) or
- <https://cedar.ncbradford.ac.uk/auth/account/create> or
- <https://bit.ly/3fhWRZv>
- You need your parental email address and student reference number (B00....)
- **Note: Parental email must be the one we have on file**
- An email will be sent to the you with a link to finalise creating your account by setting a password.
- The 3 steps will look like this.....



CREATE PARENTAL ACCOUNT

1

Parental Email *

Student Reference *

SUBMIT FORM

Parental email and mobile number must be the one we have on file. If there are any issues during this process, please email

Studentservices@nclt.ac.uk for support

- CEDAR Messaging

Service

2

Create Your Parental CEDAR Account

Use the link below to confirm this email address and set a password for your Parental Account.

This link will expire after 24 hours.

<https://cedar.cardinalnewman.ac.uk/auth/account/token?t=078218A7-E835-437D-BD5F-1DF3BA1A9309>

SET PARENTAL PASSWORD

Please enter your new password, this will be used to login to your parental account. Passwords must be at least 8 characters long.

Password

* Field data has been omitted for security reasons.
Please enter a new password if you wish to change it.

Confirm Password

* Field data has been omitted for security reasons.
Please enter a new password if you wish to change it.

SUBMIT FORM

3

When you log in, your home page will look like this

The screenshot shows a school portal home page with several widgets. A green navigation bar is on the left. The main content area includes a welcome message, an attendance widget showing 100%, a subject target grades widget showing D*DD, and a table of today's activities. Below these are widgets for Pastoral Log, College Reference Stage - UCAS, and Active Flags. Green callout boxes with arrows point to specific features.

Current attendance

Navigation bar to different pages

Lessons your child has today

Target grades and current grades. Click 'view your markbook summary' for more details.

Email your child's teachers

EMAIL YOUR TUTORS

Important Information

Welcome back to College.

To reduce the likelihood of Covid transmission, please follow the instructions:

Attendance

100%

Subject Target Grades

D*DD

[View your markbook summary](#)

Today's Activities

TIME	ACTIVITY	LOCATION
10:30	Y13 National Diploma Business Block BE	
14:30	Y13 National Diploma Business Block BE	

Pastoral Log

Tutor:

Supervisor Tutor: [EMAIL YOUR TUTORS](#)

There are no pastoral logs for you

College Reference Stage - UCAS

Reference Last Updated:
By:

STAGE	COMPLETED
Tutor Reference Complete	<input type="radio"/>
Reference and Predicted Grades Checked by Student	<input type="radio"/>
Careers Quality Check	<input type="radio"/>
Submitted to UCAS	<input type="radio"/>

Active Flags

FLAG	START	END	NOTE
Medical Form Received	01/09/20	N/A	

What a student timetable looks like so you can see when they are in lessons, start and finish times

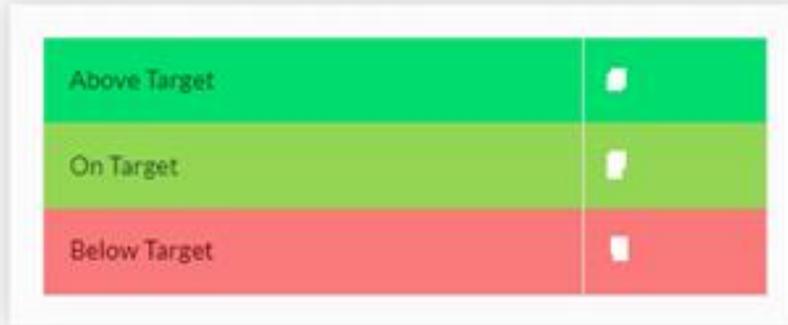
Don't be late! You need to be in your seat for the start times below:
 Period 1 starts at 8.45am,, Period 2 starts at 10.30am, Period 3 starts at 1pm and Period 4 starts at 2.30pm.

Timetable

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
08:45	A	21B-NDP13BUS-S1 (Tue 08:45) Block: B Room: [redacted] Teacher: [redacted]	F	21B-NEC13LAW-D1 (Thu 08:45) Block: D Room: [redacted] Teacher: [redacted]	C
09:45		Module: Y13 National Diplo...		Module: Y13 National Exten...	
	Break	Break	Break	Break	Break
10:45	21B-NDP13BUS-S1 (Mon 10:30) Block: B Room: [redacted] Teacher: [redacted]	21B-NDP13BUS-S1 (Tue 10:30) Block: E Room: [redacted] Teacher: [redacted]	A	C	21B-NEC13LAW-D1 (Fri 10:30) Block: D Room: [redacted] Teacher: [redacted]
	Module: Y13 National Diplo...	Module: Y13 National Diplo...			Module: Y13 National Exte...
11:45					
	Lunch	Lunch	Lunch	Lunch	Lunch
12:45		21B-13F-RA9 (Tue 13:00) Block: F Room: 2.15	21B-NDP13BUS-S1 (Wed 13:00) Block: E Room: [redacted] Teacher: [redacted]	C	21B-NEC13LAW-D1 (Fri 13:00) Block: D Room: [redacted] Teacher: [redacted]
13:45			Module: Y13 National Diplo...		Module: Y13 National Exte...
14:45	21B-NDP13BUS-S1 (Mon 14:30) Block: E Room: [redacted] Teacher: [redacted]	CPD	21B-NDP13BUS-S1 (Wed 14:30) Block: B Room: [redacted] Teacher: [redacted]	A	CPD
	Module: Y13 National Diplo...		Module: Y13 National Diplo...		
15:45					

Markbook Summary For Statistics

Mark book shows your child's target grade (MTG), current grade (CAP) and if they are on target.



Number of Assignments

Average Percentage Mark

Missing Marks

Minimum Target Grade

Y13 National Diploma Business Block BE

ASSIGNMENT	DATE	MARK	MAXIMUM	%	GRADE	MTG	INFO	NEXT GRADE
Initial Assessment	28-Sep-2020							
Cedar 1	19-Oct-2020							

Y13 National Extended Certificate In Law Block D

ASSIGNMENT	DATE	MARK	MAXIMUM	%	GRADE	MTG	INFO	NEXT GRADE
Cedar 1	19-Oct-2020							
Cedar 2	14-Dec-2020							

My Pastoral Log

Current Academic Year

Archived

29Apr

 INFORMATION 

27Apr

 PROGRESS & PERFORMANCE 

Pastoral Logs are entries written by your child's teachers and can include 'well done' commendations, behaviour concerns including missed homework (DIL), and general information. You can also see if your child has been placed on an Intervention or Contract to support their progress.

Attendance Summary

My Attendance Summary

21/22 20/21

Subjects your child is studying

YTD – their attendance to this subject so far this year

Their attendance to this subject during this month

REFERENCE	NAME	STATUS	LAST PRESENT	COURSE TIME LOST	YTD	SEP	OCT
21B-13F-RA9	Tutor: Tue5 13:00		14-Sep-2021		100%	100%	0%
21B-NDP13BUS-S1	Y13 National Diploma Business Block BE		20-Sep-2021		100%	100%	0%
21B-NEC13LAW-D1	Y13 National Extended Certificate in Law Block D		17-Sep-2021		100%	100%	0%
	Overall		20-Sep-2021		100%	100%	0%

Overall attendance

Email one or all of your child's teachers. Click on the name of the teacher and then use the green arrow pointing left to pull them into the 'Selected' box

Select your email address

Type in what the subject for the email

Type your email here and then press send at the bottom

The screenshot shows an email composition interface with the following elements:

- Recipients:** A section with a star icon and a sub-header "Selected" above an empty box. To the right is a "Not Selected" list containing "Teacher 1", "Teacher 2", and "Teacher 3". Between the boxes are two green arrows: a left-pointing arrow and a right-pointing arrow. A blue arrow points from the "Email Teachers For" text to the left-pointing arrow.
- Your Email Address:** A dropdown menu currently showing "--Please Select--". A blue arrow points from the "Select your email address" text to this dropdown.
- Allow Response:** A checkbox that is checked. A blue question mark icon is on the right.
- Subject:** A text input field with a star icon. A blue arrow points from the "Type in what the subject for the email" text to this field.
- Message:** A rich text editor with a toolbar containing icons for undo, redo, bold, italic, bulleted list, numbered list, link, and image. Below the toolbar are font color and background color options, and a font size dropdown set to "12pt". A blue arrow points from the "Type your email here and then press send at the bottom" text to the main text area.