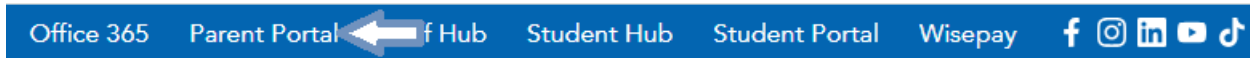
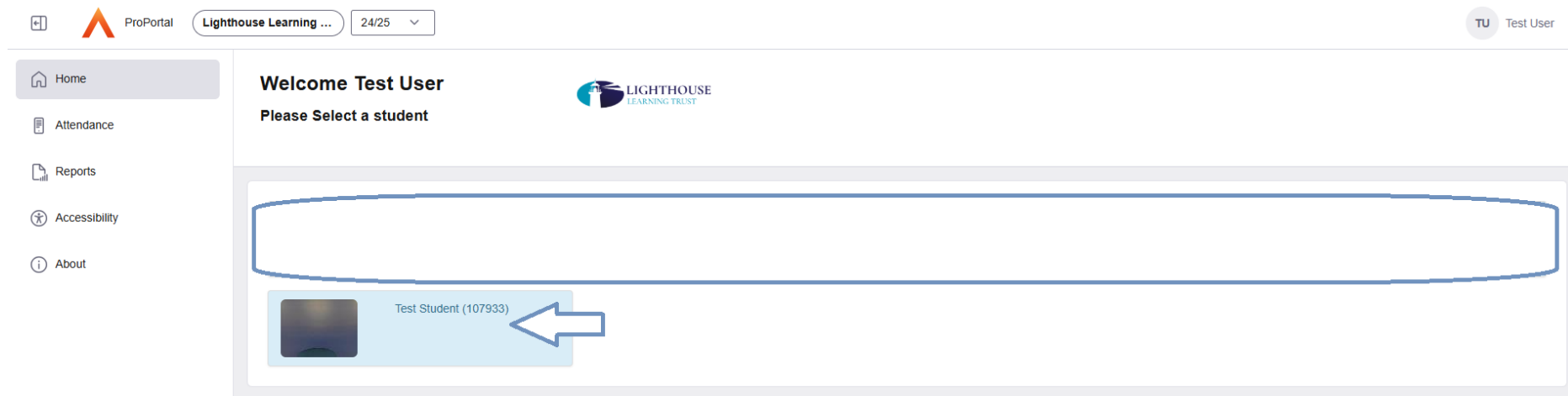


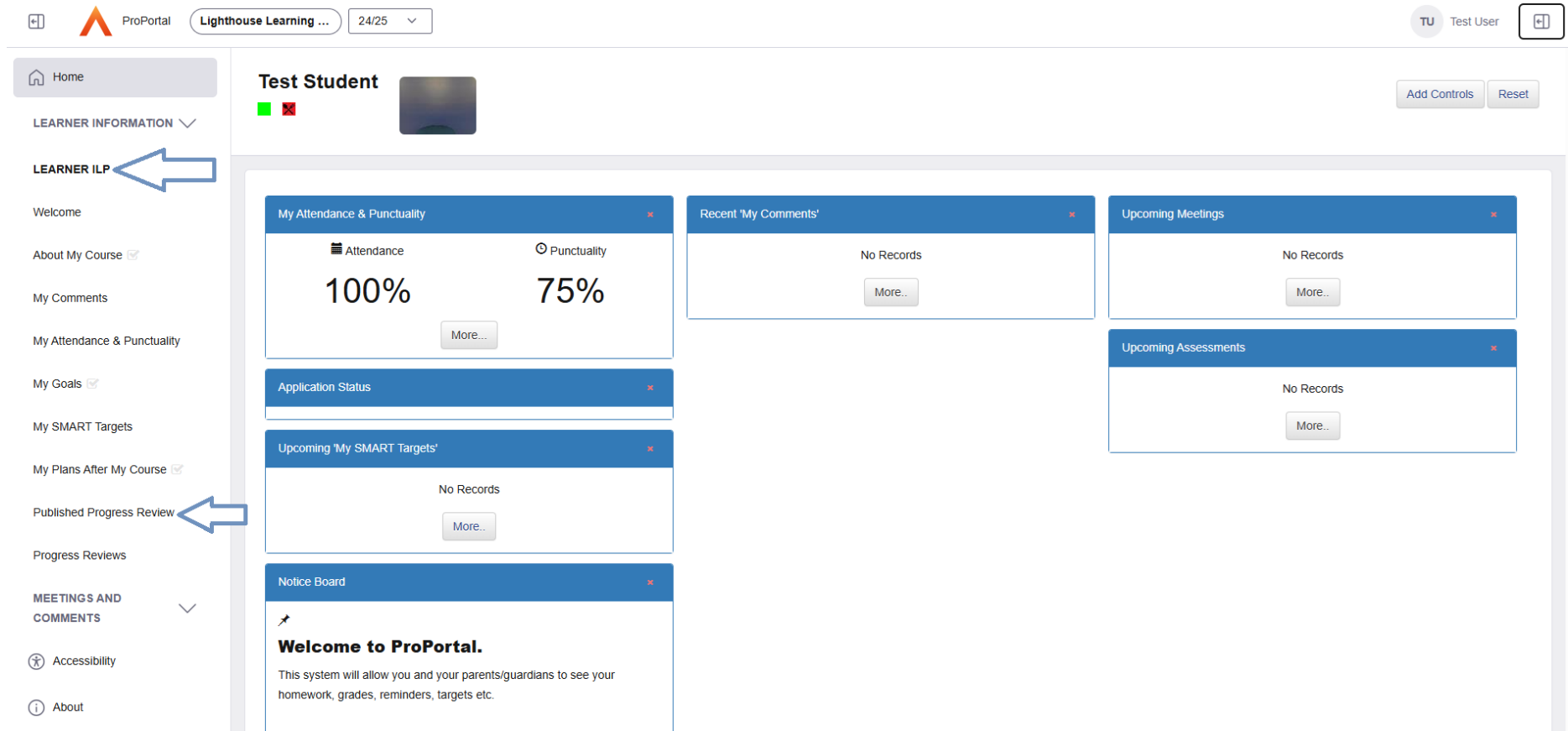
1. Go to the parent portal by going to <https://www.stvincent.ac.uk/> and clicking 'Parent Portal' at the top of the website.



2. Select your young person from the list of students

A screenshot of the Lighthouse Learning Trust Parent Portal. The top navigation bar includes 'ProPortal', 'Lighthouse Learning ...', and '24/25'. The user is logged in as 'TU Test User'. A left-hand menu contains 'Home', 'Attendance', 'Reports', 'Accessibility', and 'About'. The main content area displays 'Welcome Test User' and 'Please Select a student'. A large, empty rounded rectangular box is intended for a list of students. Below this box, a single student entry is visible: 'Test Student (107933)', which is highlighted with a light blue background and has a white arrow pointing to it from the right.

3. In the navigation bar on the left click 'Learner ILP' then click 'Published Progress Review'



The screenshot shows the ProPortal interface for a 'Test Student'. The navigation bar on the left includes 'Home', 'LEARNER INFORMATION', 'LEARNER ILP', 'Welcome', 'About My Course', 'My Comments', 'My Attendance & Punctuality', 'My Goals', 'My SMART Targets', 'My Plans After My Course', 'Published Progress Review', 'Progress Reviews', 'MEETINGS AND COMMENTS', 'Accessibility', and 'About'. The 'Published Progress Review' option is highlighted with a blue arrow. The main content area displays several widgets: 'My Attendance & Punctuality' (Attendance: 100%, Punctuality: 75%), 'Recent My Comments' (No Records), 'Upcoming Meetings' (No Records), 'Upcoming Assessments' (No Records), 'Application Status', 'Upcoming My SMART Targets' (No Records), and 'Notice Board' (Welcome to ProPortal).

If you cannot see the navigation bar click the



icon in the top left

4. In the report called Spring Term Progress Review 24/25, click ‘Download’

ProPortal Lighthouse Learning ... 24/25 TU Test User

Home

LEARNER INFORMATION

LEARNER ILP

Welcome

About My Course

My Comments

My Attendance & Punctuality

My Goals

My SMART Targets

My Plans After My Course

Published Progress Review

Progress Reviews

MEETINGS AND COMMENTS

Accessibility

Published Progress Review

Test Student (107933)

When the Reports to Parents / Guardians have been published, reports will become available below, click the download button to view the report (you must have a PDF viewer installed to view the report)

Published Report to Parents and Guardians

Report Title	Academic Year	Report Date	Published Date	
Spring Term Progress Review 24/25	24/25	07/02/2025 00:00:00	12/02/2025 13:10:00	Download
Spring Term Progress Review 23/24	23/24	19/01/2024 00:00:00	07/01/2025 16:36:00	Download
SV January Progress Review 20/21	20/21	12/02/2021 00:00:00	12/02/2021 16:59:00	Download