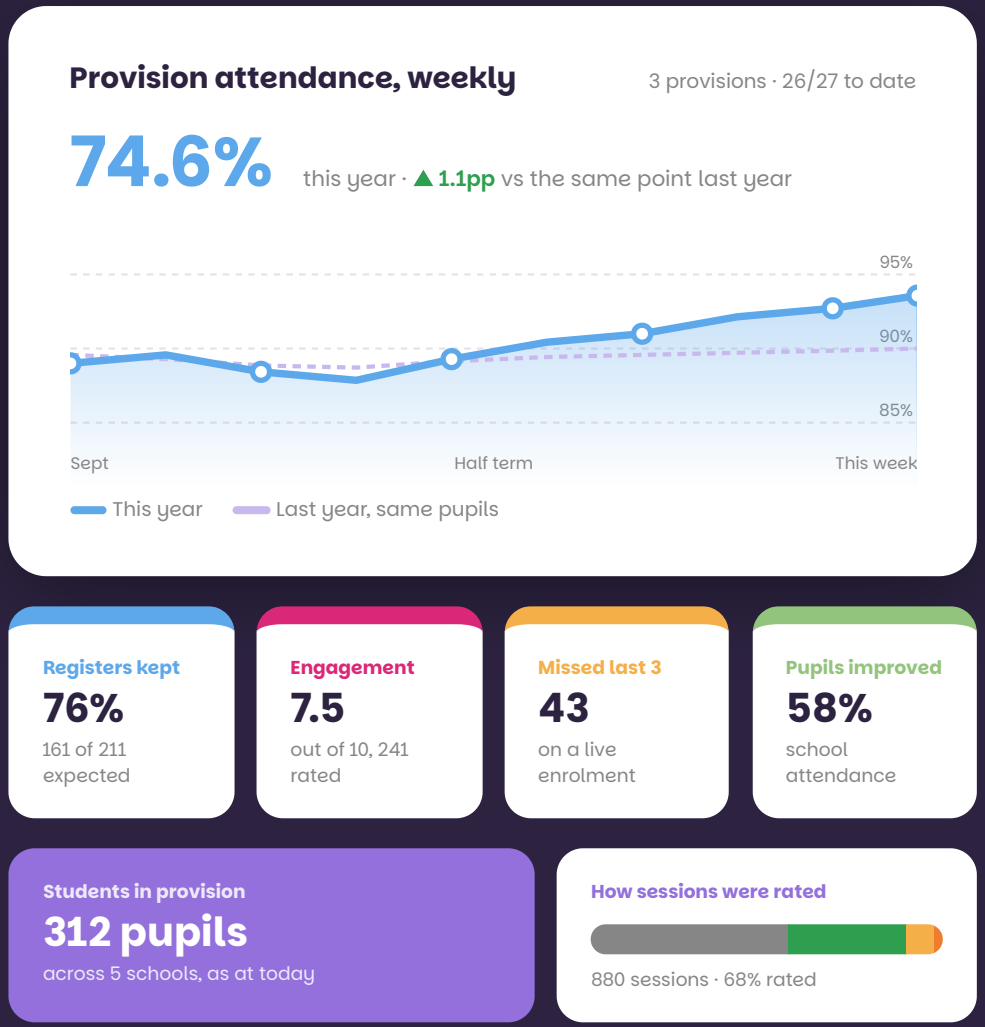
Your guide to Purple

How to use your provision impact dashboards

Who we are, how to access Purple and everything you need to get started.

Your data, made simple.



WELCOME

Know whether your provision is working

Purple's provision impact dashboards connect the support you deliver to what happens to the pupils who receive it: what is running, who is turning up, and whether attendance, behaviour, achievement and suspensions are moving.

Purple brings together data from each school's MIS and the registers your staff take, benchmarks pupils against their own past and similar peers and gives one clear verdict per pupil, per outcome.

ABOUT THIS GUIDE

Who we are, how to access Purple and how to use each area in your day-to-day work. Every dashboard image uses demo data for an invented provider, 'Purple Provisions', with invented schools; pupils are shown as Student 1, Student 2 and so on.

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YOUR TEAM AT PURPLE

Meet the people who look after your account



Natalie Marshall

Customer and accounts lead

Natalie looks after our schools and trusts day to day: set-up, rollout, training and anything you need from the platform.

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Billie Westwood

Accounts and growth executive

Billie works alongside Natalie across customer accounts and partnerships, helping make sure you always have someone on hand when you need support.

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Feel free to get in touch with either of us as your first point of contact. Whether it is a quick question or a closer look at the platform, the Purple team is always on hand to help, and we can also run focused sessions for specific roles, including attendance, safeguarding, data and school leadership.

From delivery to impact, one pupil at a time

Purple is an advanced analytics platform that reads directly from each school's MIS and from the session registers your staff take. The provision impact dashboards give one consistent view of every provision, school and group you work with, then let you move from the whole programme into a group or an individual pupil. They connect delivery, engagement and outcomes, so you can see what is being delivered, who it is reaching and whether it is making a difference. Purple is not just a reporting tool: it is built to help you act on the data.

See every provision

What is live, who is enrolled, which registers are being kept and how sessions are going, across every provision, school and group in your scope, with the alerts that need action on one page.

Find who is not engaging

Pupils who missed their last three sessions, pupils who have never attended, groups that have stopped registering, and pupils on a provision who are still regressing, so the right conversation happens early.

Know what is working

One verdict per pupil, per outcome, comparing performance before provision with performance during provision, benchmarked against similar peers and the year group, rolled up to the group and the provision, with the reasoning written out beside every verdict.

Data from day one

Purple combines each school's historic MIS data with current data, updated automatically through Wonde. The 'before provision' window is built from that history, so a verdict is available from the first half term of a provision rather than a year later.

Two places to work

The **dashboards** are where you analyse. **Recording provisions**, at app.purple.education, is where staff set up provisions, build groups and take session registers. Every register feeds the dashboards, so the two halves of this guide depend on each other.

Getting into your dashboards

1. **Look out for your password reset email.** Your account has already been set up. The email gives you access to your account and dashboards; follow the link, set a password, and you are in. Signing in after that is covered on the next page.
2. **Open the Provision Overview.** This is the landing page of the provision impact dashboards, with every school, provision and group in your scope. Your scope is shown at the top right of every page.
3. **Set your periods.** The impact pages default to comparing Before provision (12 months) with During, so every verdict compares a pupil with their own past. Group Trends and the Student Index use academic years. Every card and chart follows these.
4. **Choose your settings.** 'Present only' (physically in school) or 'present and authorised' (authorised time out counted too), and suspensions by session (severity) or by incident. Match them to how your schools report.
5. **Work across the five tabs.** Overview, Explore Provisions, Group Outcomes, Group Trends and Explore Students. The next pages take each one in turn, then the Group profile and Student profile that sit beneath them.
6. **Drill down.** Click a row in a table to select a provision or group and focus the page on it. Select a pupil in a list to see their detail, then use View Student Profile. The Back button at the top returns you to the tab you came from.

READING THE DASHBOARDS

Before and during. The outcomes pages compare each pupil's twelve months before their provision with the period during it. Green means improvement and red means regression, regardless of whether the underlying number has increased or decreased. Group Trends and the Student Index compare academic years instead. Each page says which at the top.

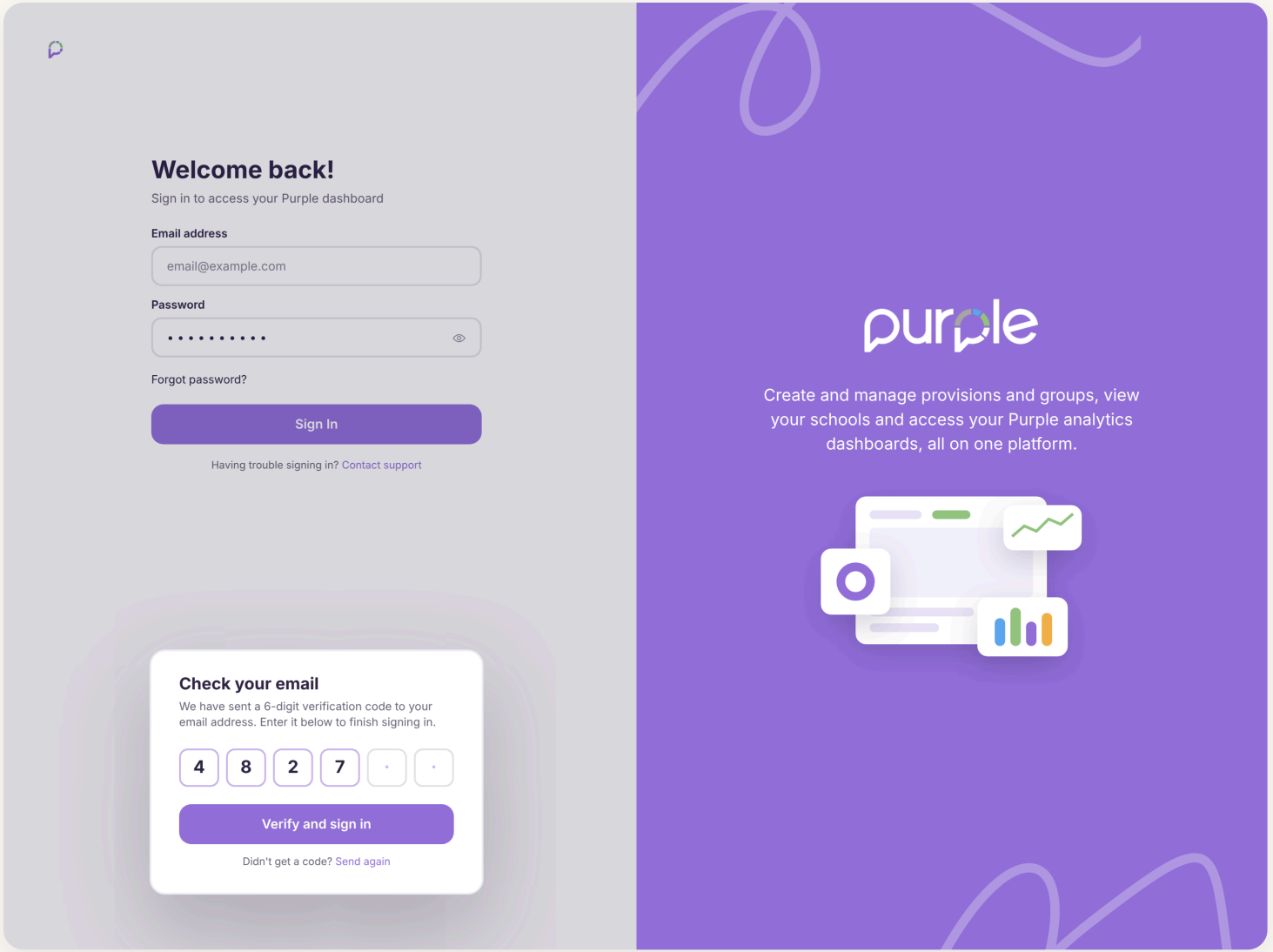
pp means percentage points. A move from 92.5% to 92.3% is 0.2pp, not 0.2%.

Verdicts are explained, not asserted. Attendance and suspensions use the pupil's own change against a small threshold. Achievement and behaviour are benchmark adjusted: the pupil's change less the year group's change. Every verdict box on a profile writes the sum out.

Rated and not rated. A pupil can only be rated where there is data in both windows. Every gauge and card says how many pupils were rated, so you know how much weight a verdict can carry.

Look out for the (i) icons. Most panels have one. Hover over it for a plain-English note on what that report shows and how to use it, including what a click and a Ctrl+click do there.

Registers drive everything. Provision attendance, engagement and session quality all come from the registers staff take in Recording provisions. If a group stops registering, it shows on the Overview as an alert.



GETTING STARTED

Signing in

Purple lives in your browser at app.purple.education, so there is nothing to install. Every sign-in uses two-factor authentication: after your email and password, Purple sends a six-digit code to your email address, and only that code lets you in. This adds an extra layer of protection if a password is ever shared or compromised.

How to use it

1. Go to app.purple.education and enter the email address your account was set up with, plus your password.
2. Check your inbox for a six-digit verification code from Purple. Enter it on screen and press Verify and sign in. Codes expire quickly, so request another with Send again if needed.
3. Forgotten your password? Press Forgot password? on the sign-in page, enter your email address, and follow the link in the reset email to choose a new one. You will not need to contact anyone.
4. Still stuck? Press Contact support on the sign-in page, or email info@purple.education, and we will get you back in.

LOOK AT THIS FIRST

The sender of the code email. It always comes from Purple. If a code arrives that you did not request, do not use it, and let your Purple contact know.

EVERY PAGE TAB

Periods, filters and settings

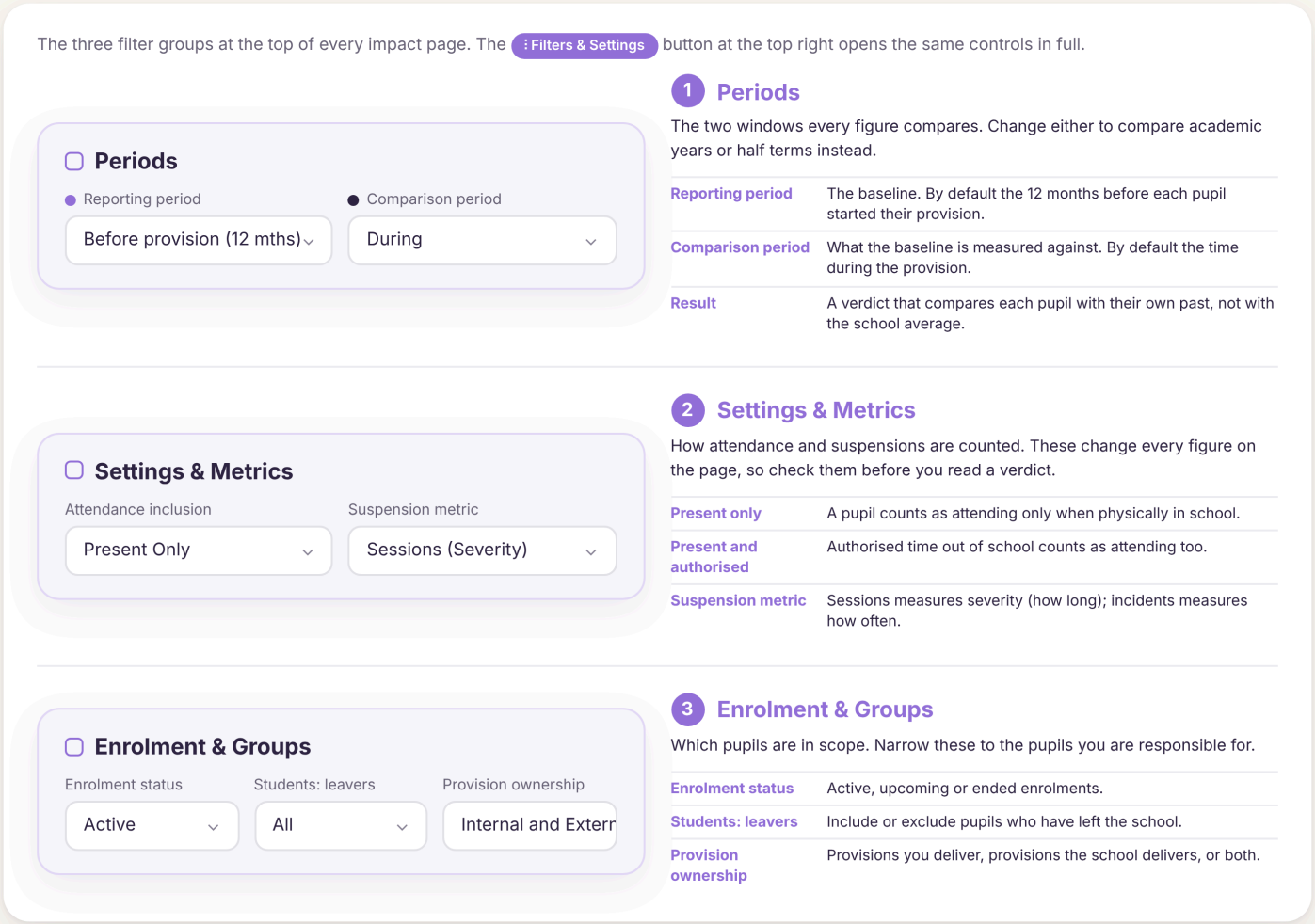
Three groups of controls sit at the top of every impact page and follow you through every tab. They are shown here on their own, with what each one does. The Filters and settings button at the top right opens the full set.

How to use it

1. Set the periods. The impact pages default to comparing Before provision (12 months) with During, so every verdict compares a pupil with their own past. Group Trends and the Student Index use academic years instead.
2. Choose how attendance and suspensions are counted: present only or present and authorised, and suspension sessions or incidents.
3. Narrow enrolment and groups to the pupils you are responsible for, then press Apply. The filters follow you through every tab until cleared.
4. Read the pills on each page ('Present only', 'Suspension sessions', 'Benchmarked data', 'Unbenchmarked data'): they tell you how the figures in front of you were calculated.

LOOK AT THIS FIRST

The periods. Nearly every question about a surprising figure is answered by checking which two windows it is comparing.

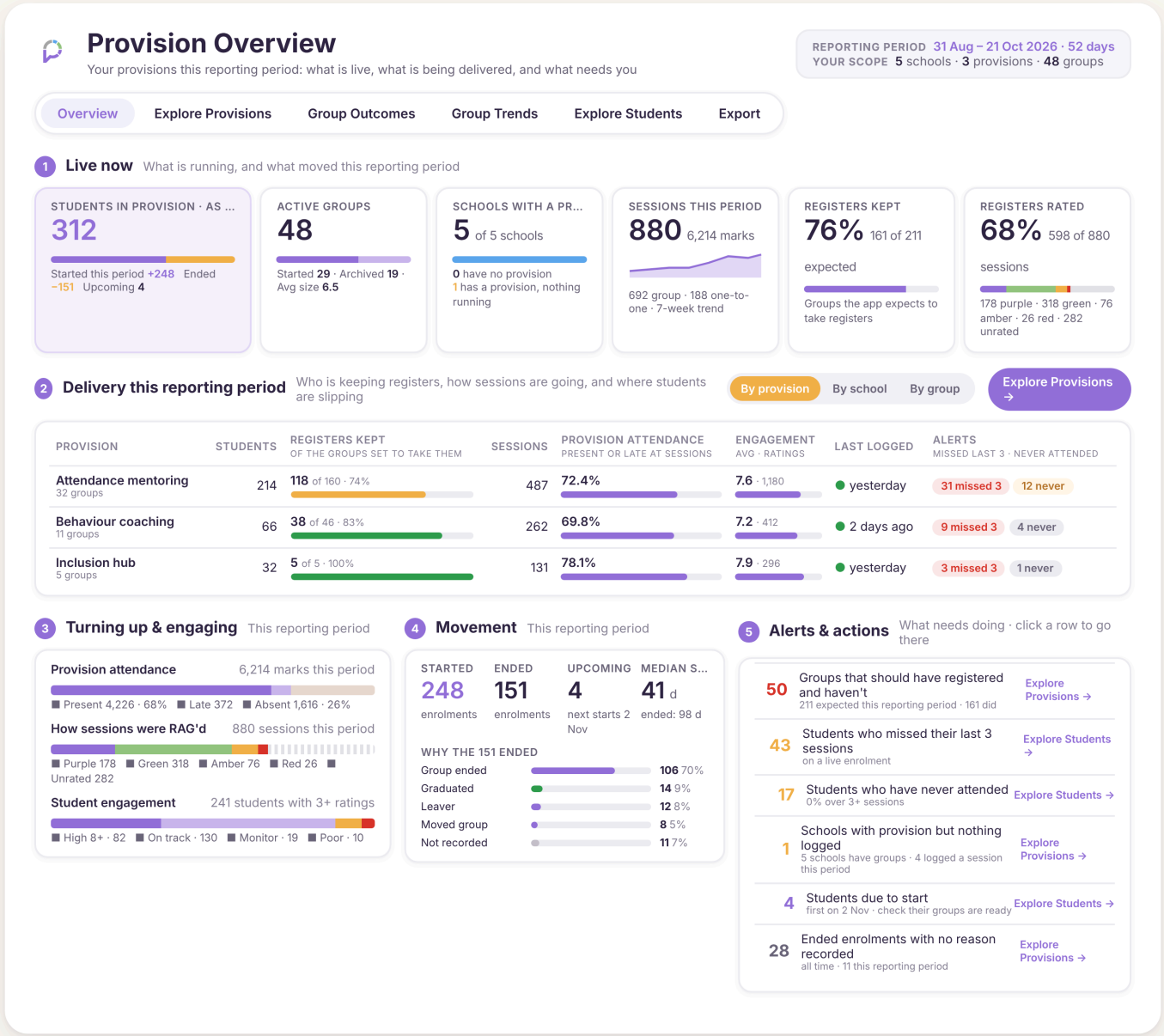


HOW TO USE PURPLE

The five tabs, and how to use each one

The next pages take you through each area of the provision impact dashboards, including the Group profile and Student profile, explaining what each area shows, how to use it and what to look at first.

Overview | Explore Provisions | Group Outcomes | Group Trends | Explore Students



OVERVIEW TAB

Provision overview

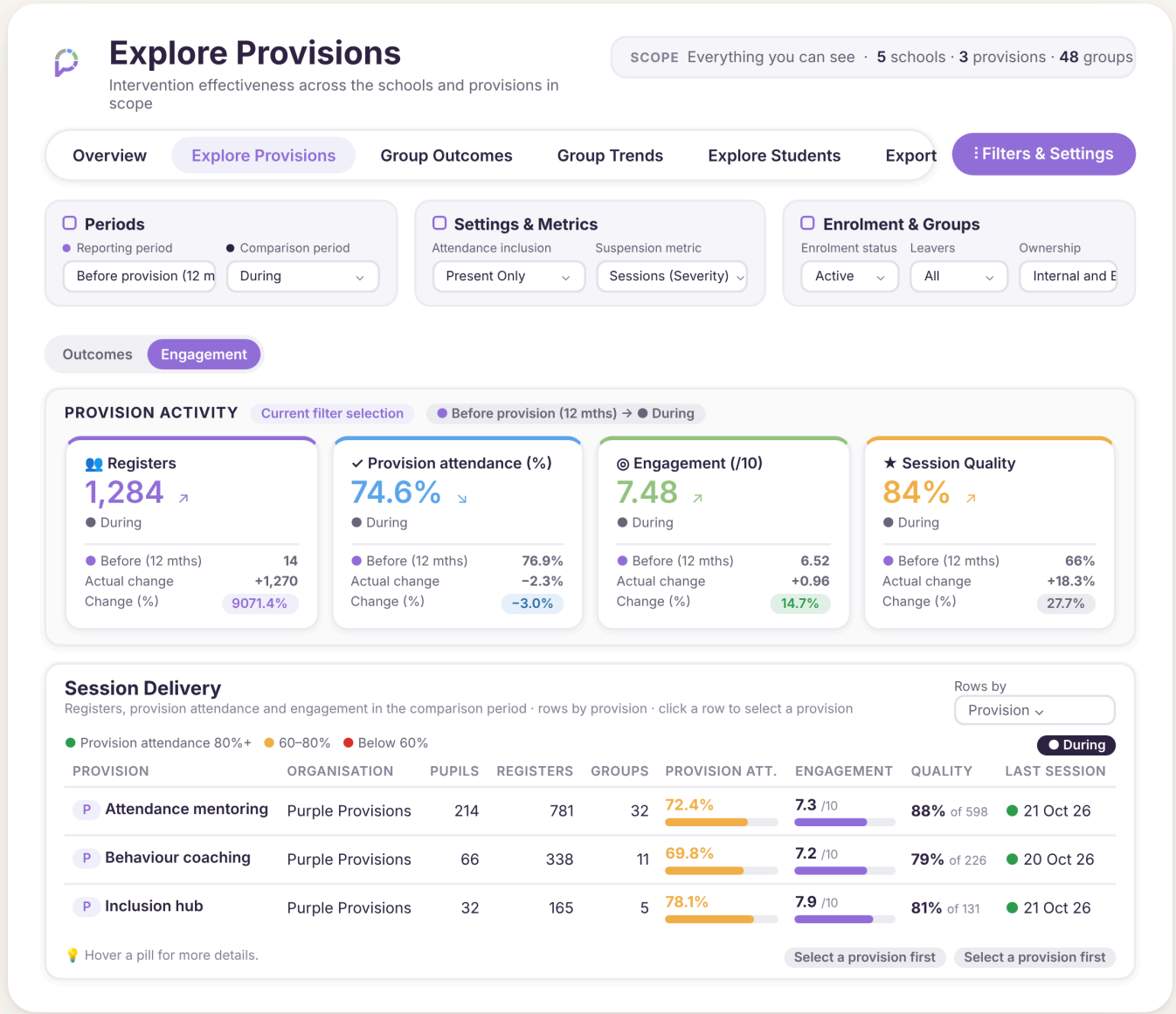
The first page you land on. What is live now, how delivery is going this reporting period, who is turning up and engaging, movement in and out of provision, the alerts that need action, who you work with, and reach as a share of the roll. It is built for a weekly check: everything that needs doing is on this one page.

How to use it

1. Read the six Live now tiles: pupils in provision today, active groups, schools with a provision, sessions this period, registers kept and registers rated. The small print under each tells you what moved.
2. Use Delivery this reporting period, switching between by provision, by school and by group, to see registers kept, provision attendance, engagement, when each was last logged and the missed-three and never-attended alerts.
3. Scan Turning up and engaging and Movement for the attendance mix, how sessions were RAG rated, pupil engagement bands, and why enrolments ended.
4. Work through Alerts and actions. Each row is a job: groups that should have registered and have not, pupils who missed their last three sessions, pupils who have never attended, schools with nothing logged, pupils due to start, and ended enrolments with no reason. Click a row to go there.

LOOK AT THIS FIRST

Registers kept. If registers are not being taken, provision attendance, engagement and session quality cannot be measured accurately, so this is the first number to check.



EXPLORE PROVISIONS TAB

Explore provisions: engagement

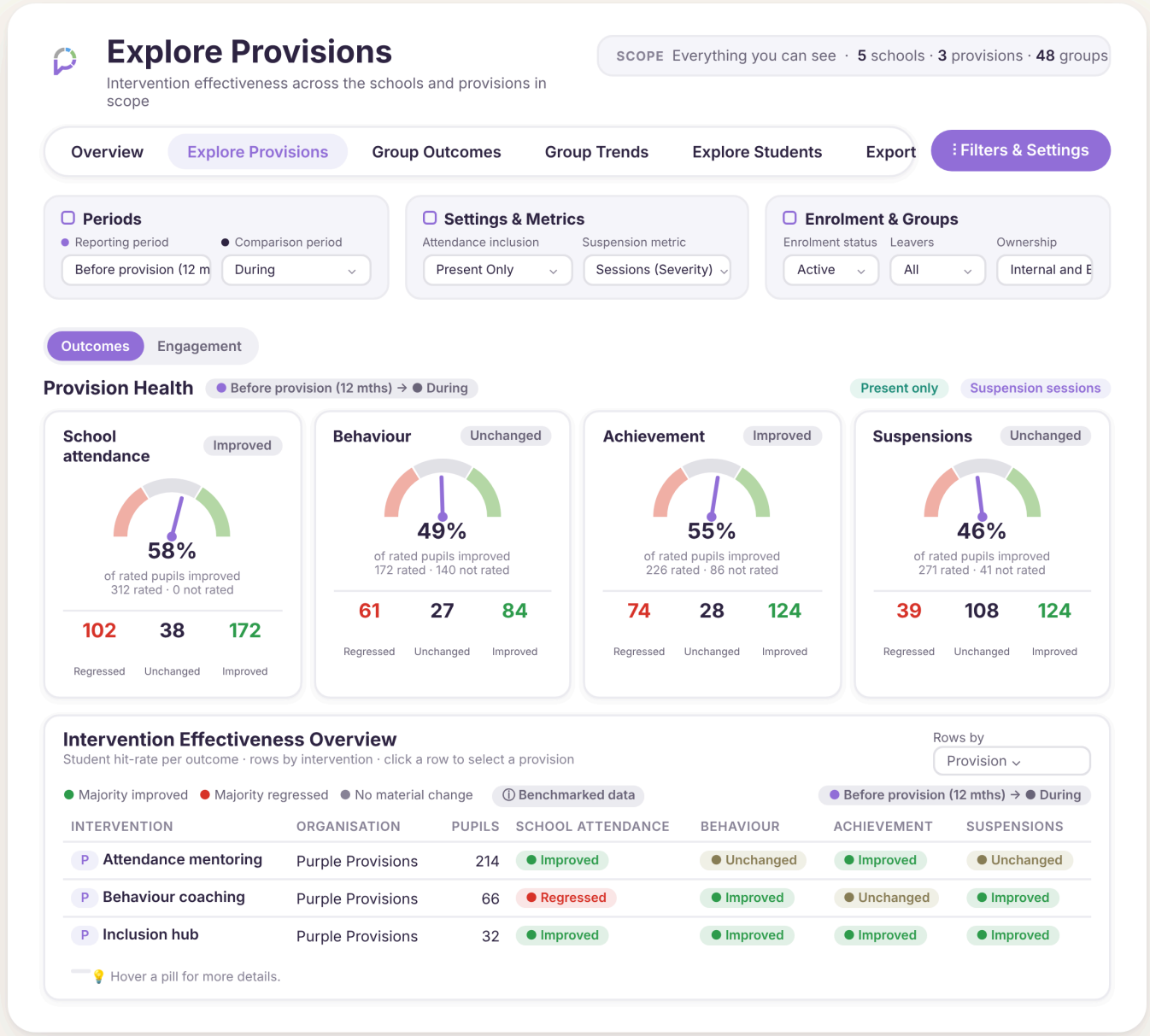
How provision is being delivered, before against during. Registers, provision attendance, engagement out of 10 and session quality for the current filters, a session delivery table by provision, school or group, a cohort overview of who is enrolled, and an engagement overview with twelve months of activity.

How to use it

1. Check the four Provision activity cards. Each shows the during figure with the before figure, the actual change and the percentage change underneath.
2. Use Session delivery to compare provisions, schools or groups: pupils, registers, groups, provision attendance colour coded against 80% and 60%, engagement, quality and the last session date. Click a row to select a provision and unlock the two detail views.
3. Read the Intervention cohort overview on the right for enrolment status, gender, Pupil Premium and SEN mix, enrolment length, group mix, year groups and the top reasons for ending.
4. Use Engagement overview at the bottom for active pupils, engagement coverage, registers taken, average provision attendance, average engagement and session quality, each with a twelve-month bar strip.

LOOK AT THIS FIRST

Engagement coverage. It tells you what share of pupils have enough ratings to give you a meaningful view of engagement.



EXPLORE PROVISIONS TAB

Explore provisions: outcomes

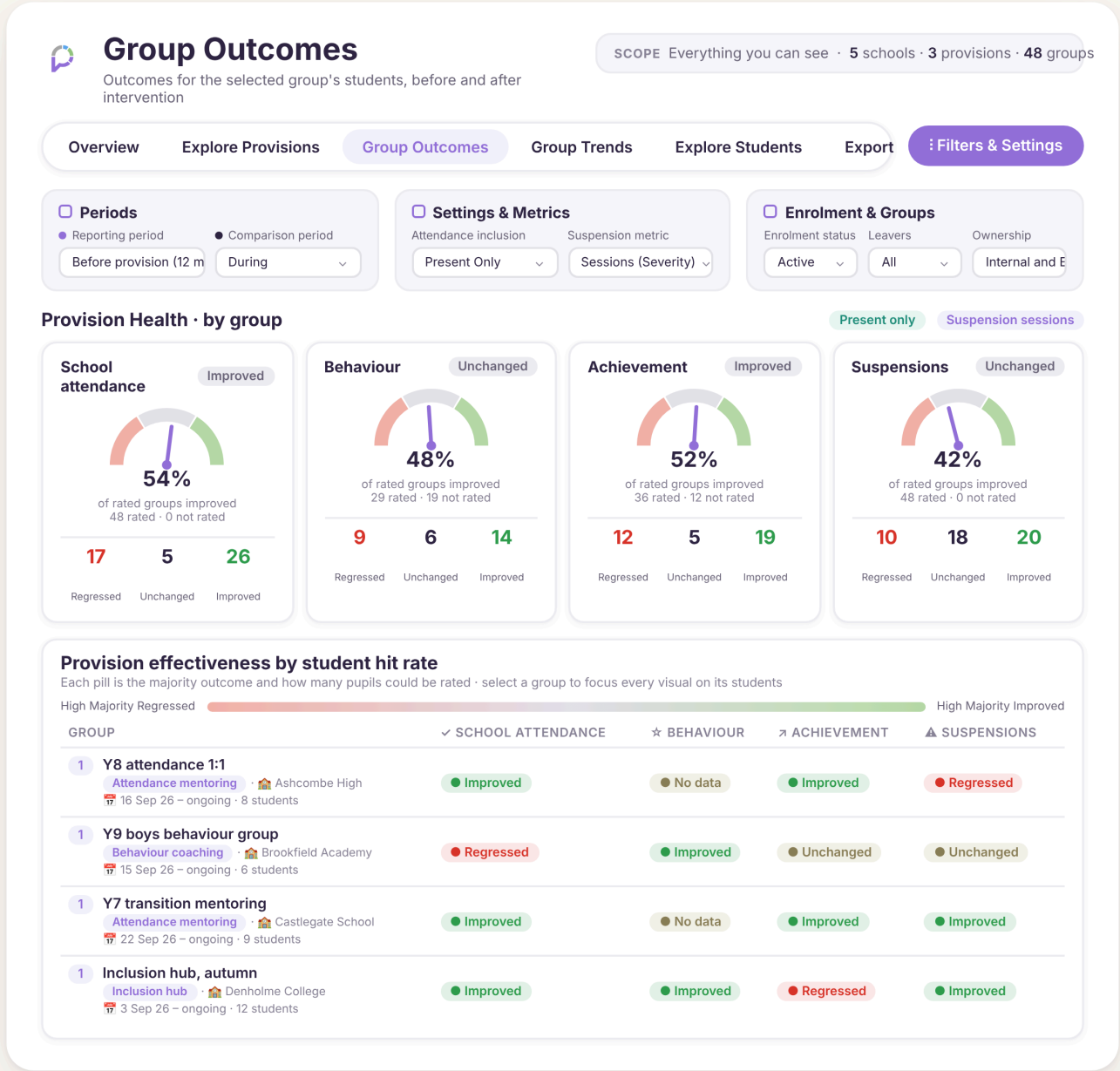
Whether provision is working, across everything in scope. Provision health gauges for school attendance, behaviour, achievement and suspensions, an intervention effectiveness table with one verdict per outcome per provision, and outcome comparisons showing the average per pupil during against before.

How to use it

1. Read the four gauges. Each shows the share of rated pupils who improved, how many were rated and not rated, and the regressed, unchanged and improved counts beneath. The status pill summarises the verdict.
2. Use the Intervention effectiveness table for the majority outcome of each provision in each area: Improved, Regressed or Unchanged. Click a row to select a provision.
3. Check the pills above the table. 'Benchmarked data' means behaviour and achievement are adjusted against similar pupils and the year group; attendance and suspensions use the pupil's own change.
4. Use Outcome comparisons for the raw averages during against before, with better and worse marked. The asterisk marks figures that are not benchmark-adjusted.

LOOK AT THIS FIRST

The not-rated counts under each gauge. The larger the proportion of the cohort that has been rated, the more complete the picture behind the gauge.



GROUP OUTCOMES TAB

Group outcomes

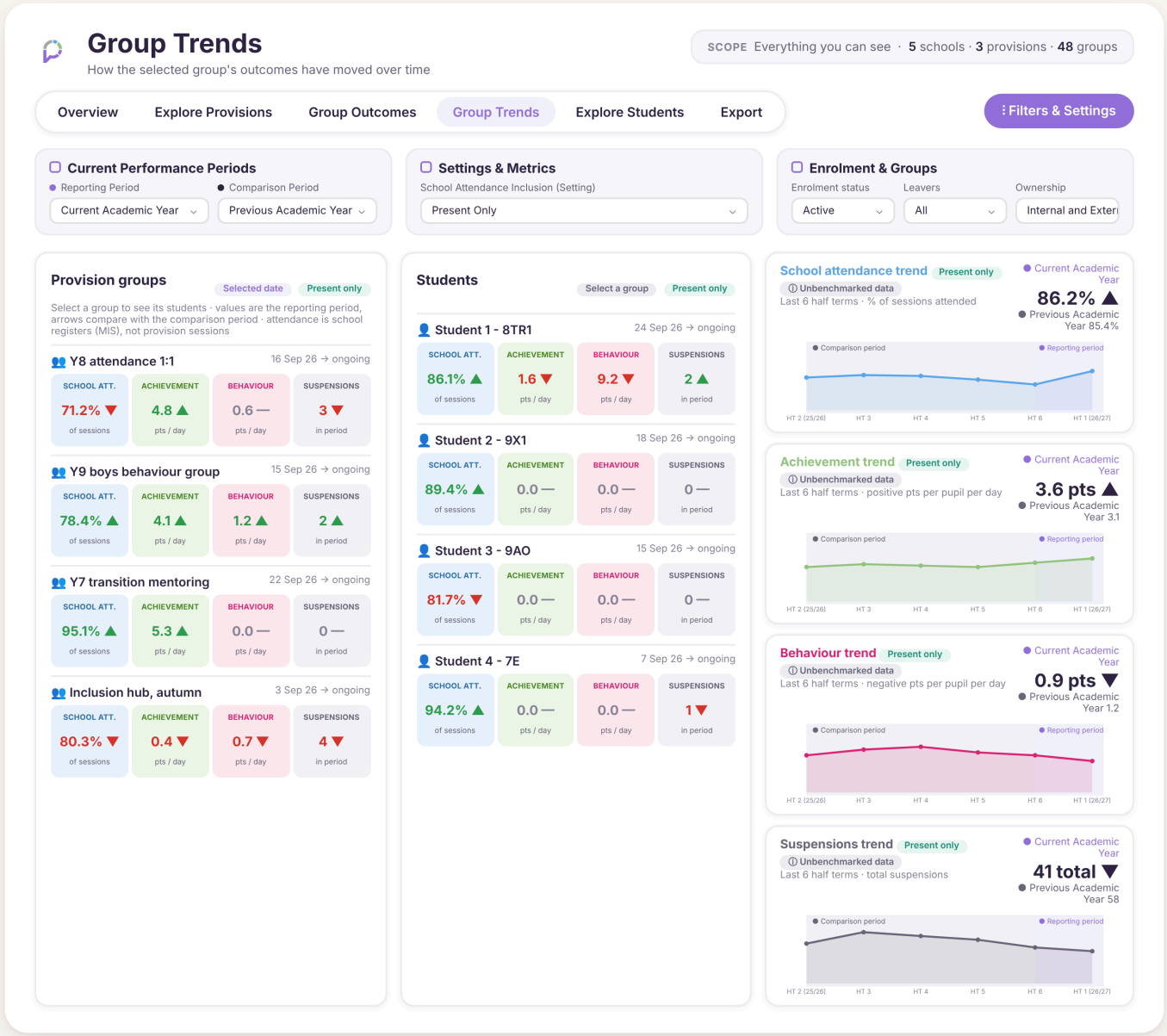
The same before-and-during verdicts, group by group. Provision health by group, a hit-rate table with a pill per outcome for every group, outcome status by metric for all pupils, and a pupil outcomes list with four RAG dots per pupil.

How to use it

1. Read Provision health by group: the share of rated groups that improved in each area, with the regressed, unchanged and improved group counts.
2. Use Provision effectiveness by pupil hit rate. Each pill is the majority outcome for that group's pupils; 'No data' means too few pupils could be rated. Select a group to focus every visual on its pupils.
3. Read Outcome status by metric on the right for the improved, no change and regressed split of every pupil in scope.
4. Use the Student outcomes list to find individual pupils; the four dots give their attendance, behaviour, achievement and suspension verdicts at a glance. Select a pupil for details.

LOOK AT THIS FIRST

Groups where one area regressed while the others improved. That can be a useful prompt to look more closely at what is happening within that particular group.



GROUP TRENDS TAB

Group trends

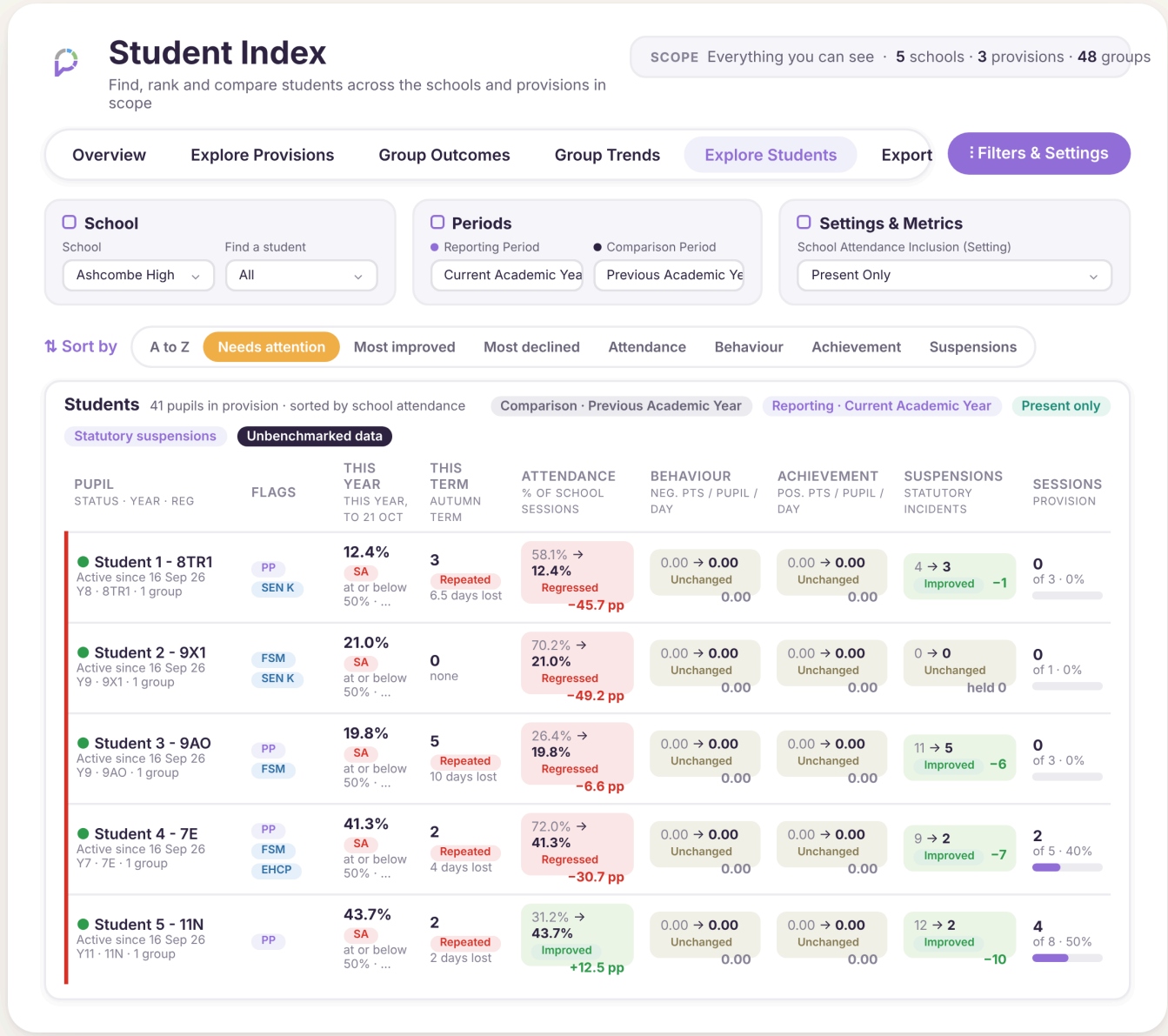
How outcomes have moved over time, using academic years rather than before and during. Provision groups and their pupils with four metric tiles each (school attendance, achievement, behaviour, suspensions), and four half-term trend charts shaded by comparison and reporting period.

How to use it

1. Read the Provision groups column. Each tile is the reporting period value with an arrow against the comparison period. Attendance here is school registers from the MIS, not provision sessions.
2. Select a group to fill the Students column with its pupils and the same four tiles each.
3. Use the four trend charts for the last six half terms, with the comparison period shaded grey and the reporting period shaded purple, and the current against previous academic year headline at the top right.
4. Note the 'Unbenchmarked data' pill. This page shows raw figures so you can see the real trajectory; the verdicts on the outcomes pages apply the adjustments.

LOOK AT THIS FIRST

The direction of the trend lines across the shaded boundary. A line that was already improving before the reporting period tells a different story from one that changed direction during it.



EXPLORE STUDENTS TAB

Student index

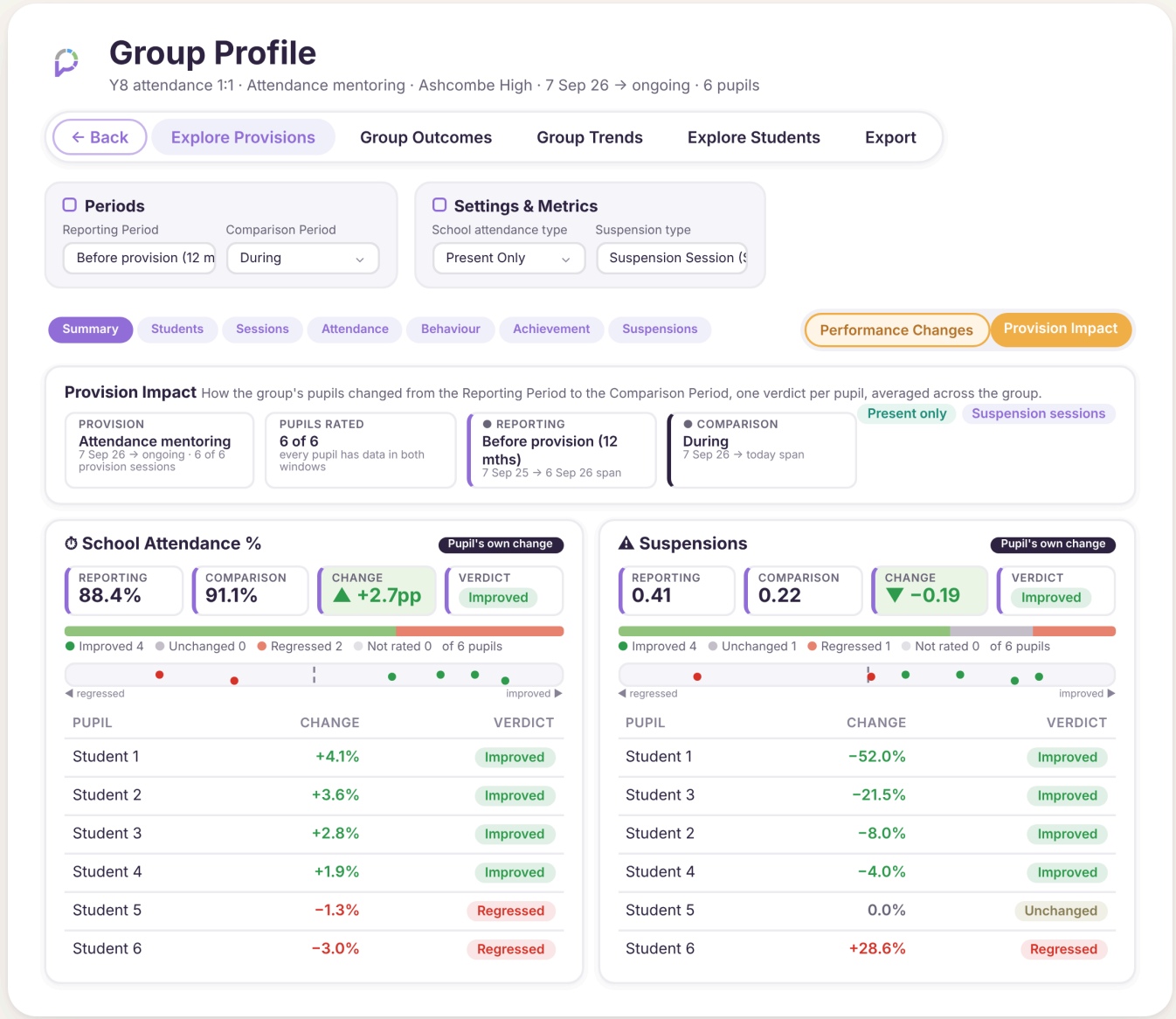
Find, rank and compare the pupils in provision for one school. A ranked table with flags, this year and this term attendance, and before-to-after cells for attendance, behaviour, achievement and suspensions, plus provision sessions attended. The Show rail counts pupils by status.

How to use it

1. Pick the school and, if you want, a single pupil at the top left.
2. Sort with the bar above the table: A to Z, needs attention, most improved, most declined, or by any one of the four areas.
3. Read each row. Flags show Pupil Premium, FSM, SEN and EHCP; the attendance cells show the comparison value, the reporting value, the verdict and the change in percentage points; the Sessions column shows provision attendance.
4. Use the Show rail to switch between all in provision, active now, upcoming, ended, absence concern, suspended this term, regressing and not in provision. Click a row to see why a pupil sits where they do, then View Student Profile.

LOOK AT THIS FIRST

The 'Regressing' count in the Show rail. These are pupils on a provision whose outcomes are still regressing, making them a useful starting point for further investigation.



EXPLORE PROVISIONS TAB

Group profile

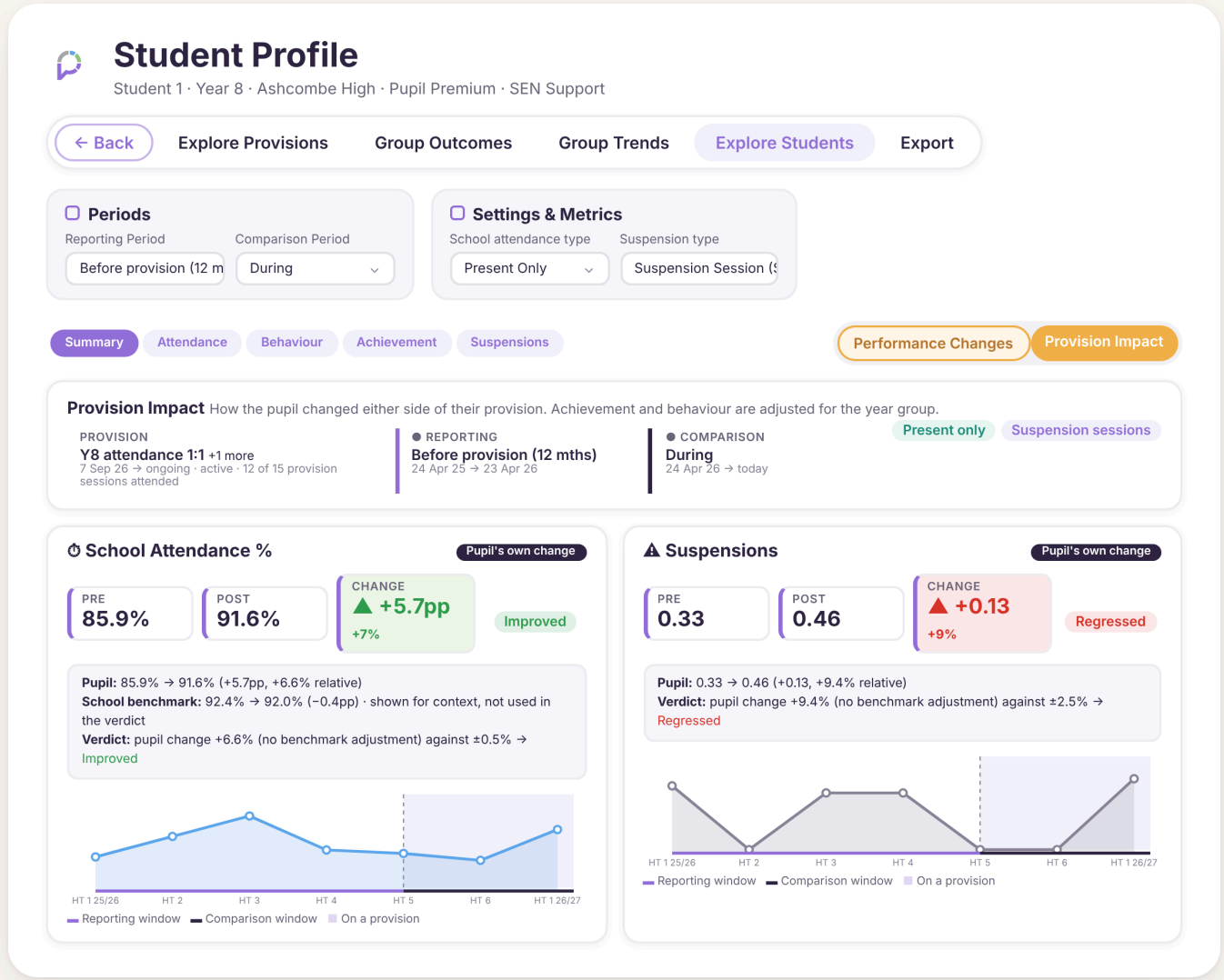
One provision group in depth. A left rail with the group card, enrolments, pupil mix, provision sessions and characteristics, and a Provision impact view with four outcome cards. Each card gives the reporting mean, comparison mean, change and group verdict, a verdict bar, a dot strip and a pupil-by-pupil table.

How to use it

1. Check the Provision impact strip first: which provision, how many pupils are rated, and the two windows being compared.
2. Read each outcome card. 'Pupil's own change' means attendance and suspensions are judged on the pupil alone; 'Benchmark adjusted' means achievement and behaviour are judged against the year group.
3. Use the dot strip and the pupil table to see the spread behind the group verdict. A group can be Improved overall while two pupils regress.
4. Switch sub-tabs (Students, Sessions, Attendance, Behaviour, Achievement, Suspensions) for the detail, or Performance changes for the same data by time frame.

LOOK AT THIS FIRST

The pupils in red on a card that says Improved. The overall group verdict can still include individual pupils who are regressing, so look beyond the headline to understand the pupils behind it.



EXPLORE STUDENTS TAB

Student profile

One pupil in depth. Student details, flags, group enrolments and provision sessions on the left; on the right, four outcome cards each with pre and post values, the change, a verdict, a plain-English explanation of how the verdict was reached, and a half-term chart shaded by reporting and comparison window.

How to use it

1. Read the verdict box under each card. It spells out the pupil's change, the benchmark where one is used, and the threshold the verdict was judged against, so the verdict is never a black box.
2. Use the half-term charts to see the pupil's trajectory either side of the provision start, with the provision period shaded.
3. Check Group enrolments and Provision sessions on the left for which groups the pupil is in, their provision attendance and engagement, and the latest sessions.
4. Switch sub-tabs for one area in depth, or Performance changes for the same data by time frame.

LOOK AT THIS FIRST

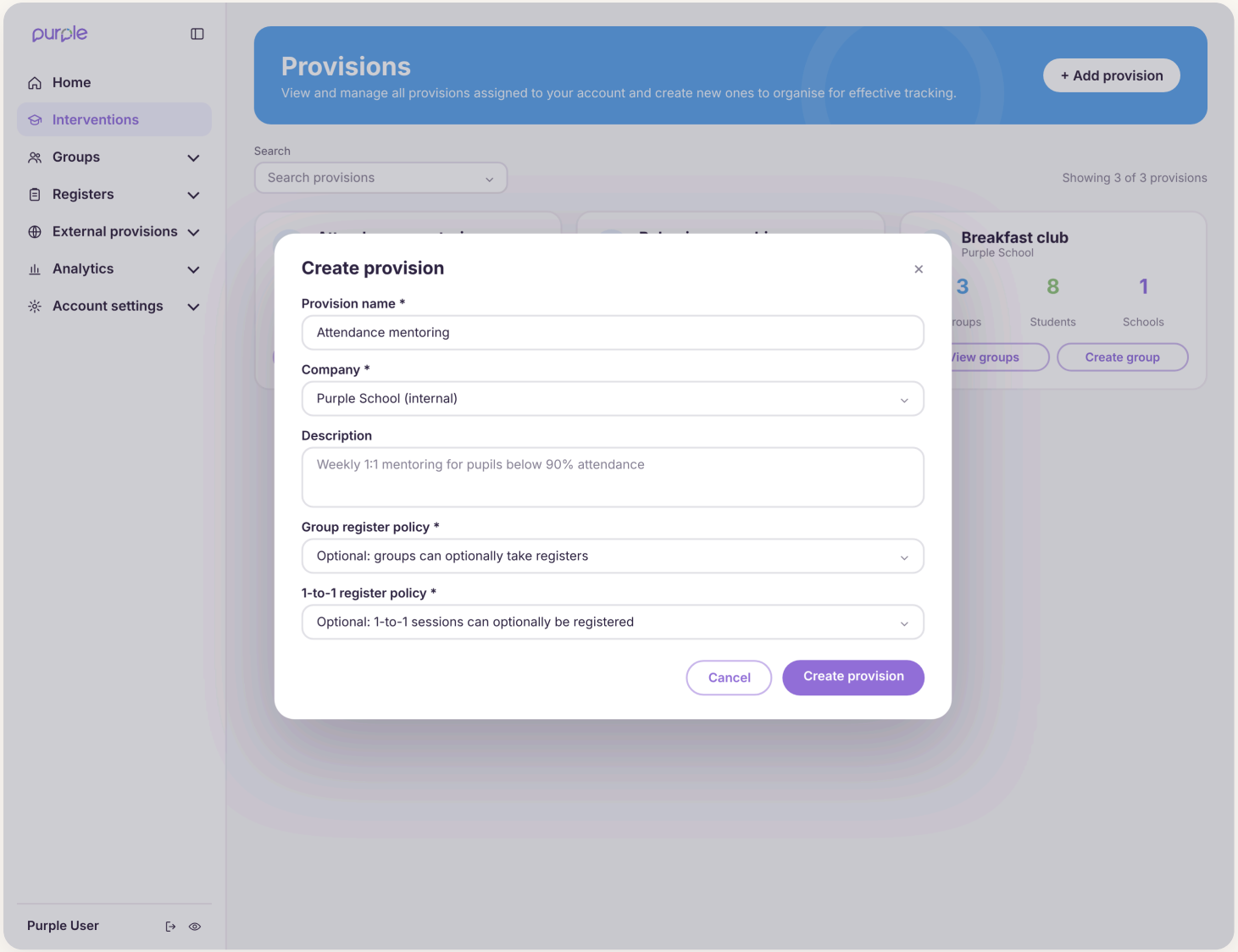
The verdict explanation. This is the first place to look when you want to understand why a pupil has received a particular verdict.

A DIFFERENT PART OF PURPLE

Recording provisions

The dashboards are where leaders analyse. The next pages cover the other side of Purple, at app.purple.education, where staff set up provisions, build groups and take session registers, so that the Overview, Explore provisions and outcomes pages have something to measure.

Provisions Groups Registers Users



RECORDING PROVISIONS

Provisions

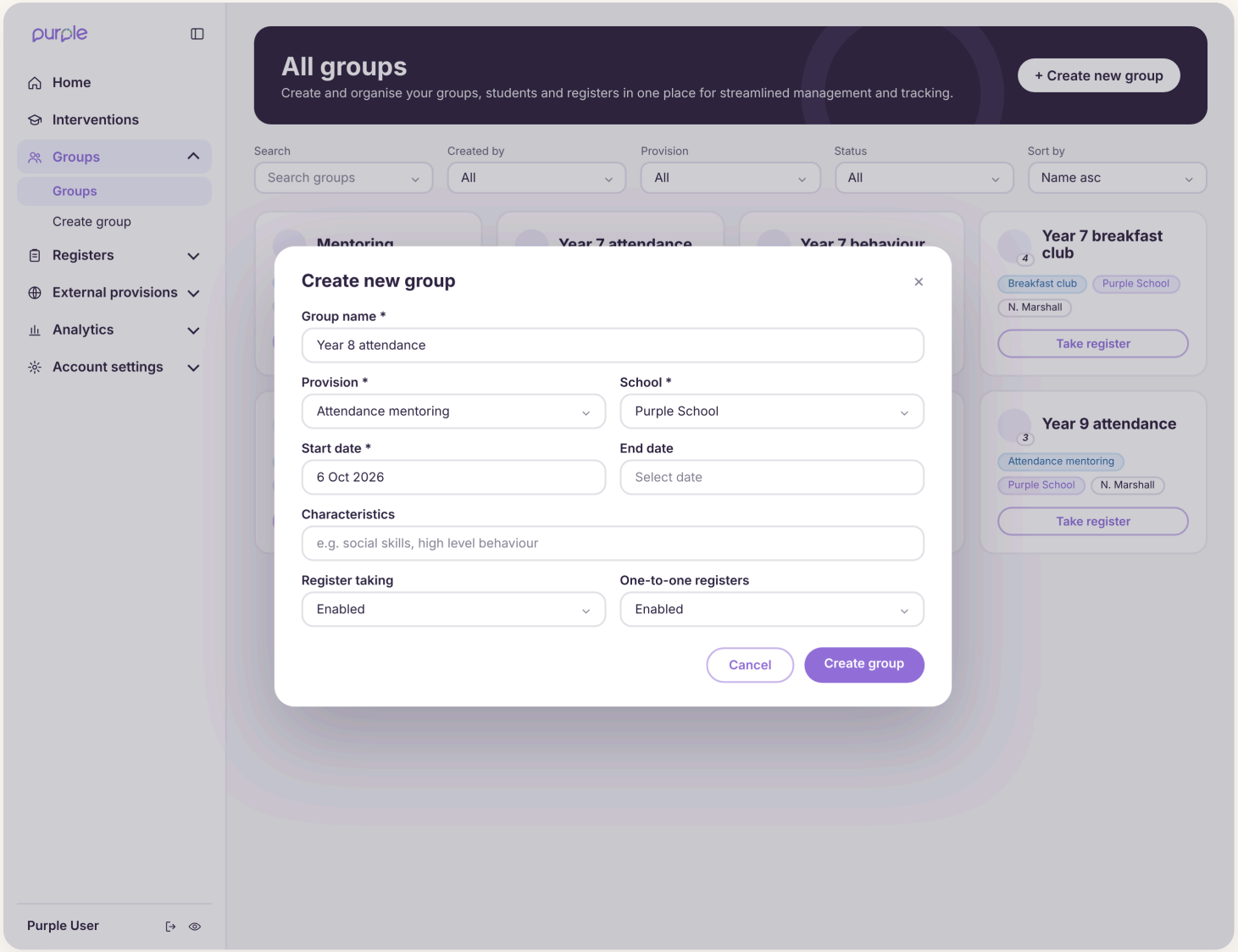
Attendance, behaviour, achievement and suspensions arrive automatically from your MIS. Your MIS provides the pupil data. Your team adds the other part of the picture: the support and provision being delivered, recorded at app.purple.education behind the same login as the dashboards. Log it once and it flows through to the Provision coverage and Provision outcomes pages: no re-keying, no spreadsheets. A provision is the programme itself: attendance mentoring, behaviour coaching, breakfast club. A provision delivered in several schools is set up once and shared, so every school's groups sit under the same programme and can be compared on the impact pages.

How to use it

1. Open Interventions in the left-hand menu (this is where provisions live) and choose Add provision.
2. Give it a name and a company: your own organisation for provisions you deliver, or the school if it is theirs. Set it up once if more than one school will run it.
3. Add a short description so colleagues know what it is for.
4. Set the register policies: whether groups and 1-to-1 sessions must take registers, can take them, or never do. Then create it.

LOOK AT THIS FIRST

Each provision card shows its groups, pupils and schools at a glance, with View groups and Create group straight from the card.



RECORDING PROVISIONS

Groups

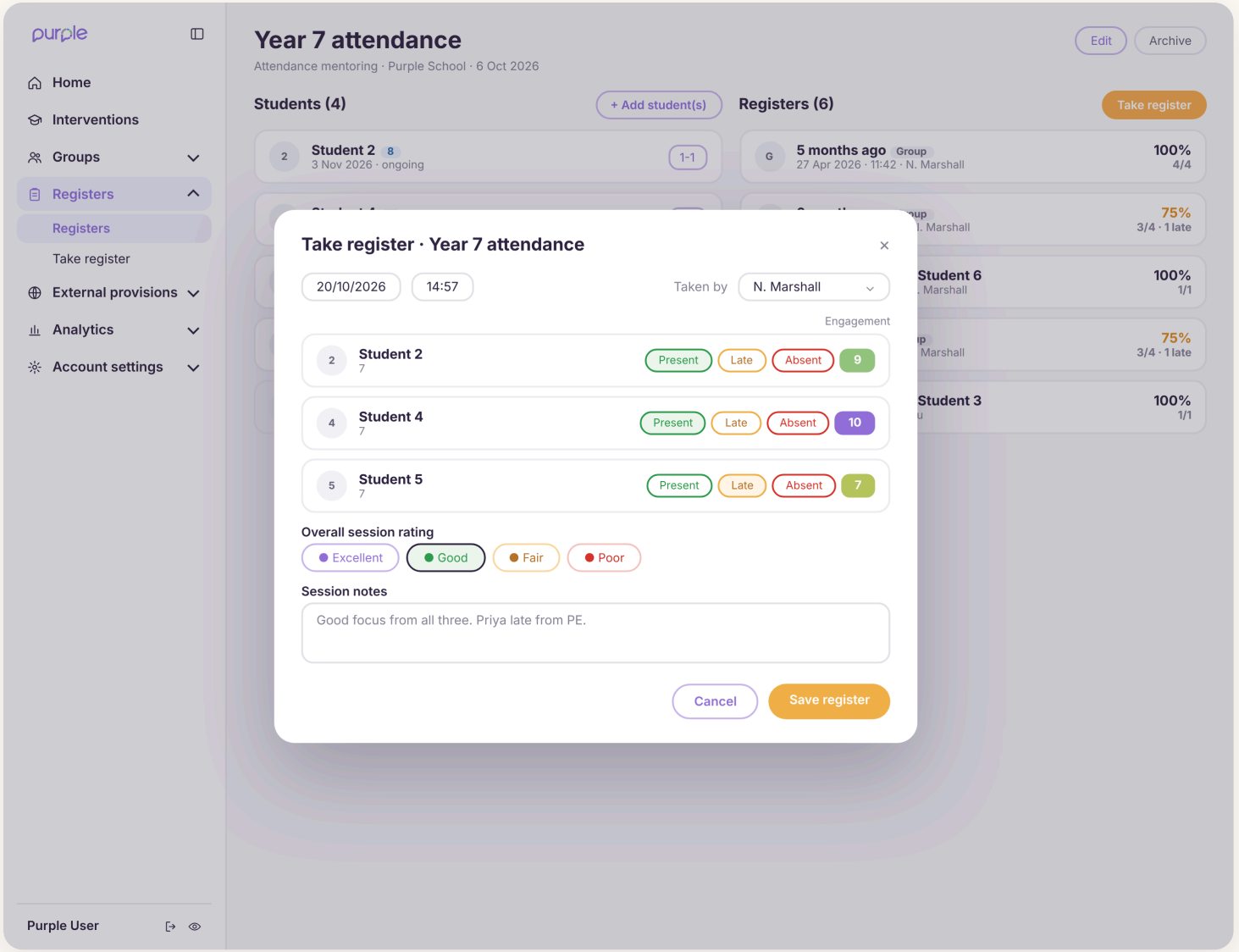
A group is a set of pupils on a provision together: Year 7 attendance, Year 8 breakfast club. Each group belongs to one provision and one school, has a start date and, when known, an end date, and carries its own registers. Pupils can be added or removed as the group changes, and a pupil who finishes is marked as graduated rather than deleted, so their history stays intact.

How to use it

1. Open Groups and choose Create new group, or create one straight from a provision card.
2. Name the group, pick its provision and school, and set the start date. Add an end date if the group has a fixed run.
3. Add characteristics (social skills, high level behaviour) so groups can be filtered later, and choose whether register taking and one-to-one registers are enabled.
4. Open the group to add pupils. Each pupil's flags and vulnerability tier come through automatically, giving you useful context about the pupils the group is supporting.

LOOK AT THIS FIRST

The Take register button on every group card. Once a group exists, taking a register is one click from this screen.



RECORDING PROVISIONS

Registers and sessions

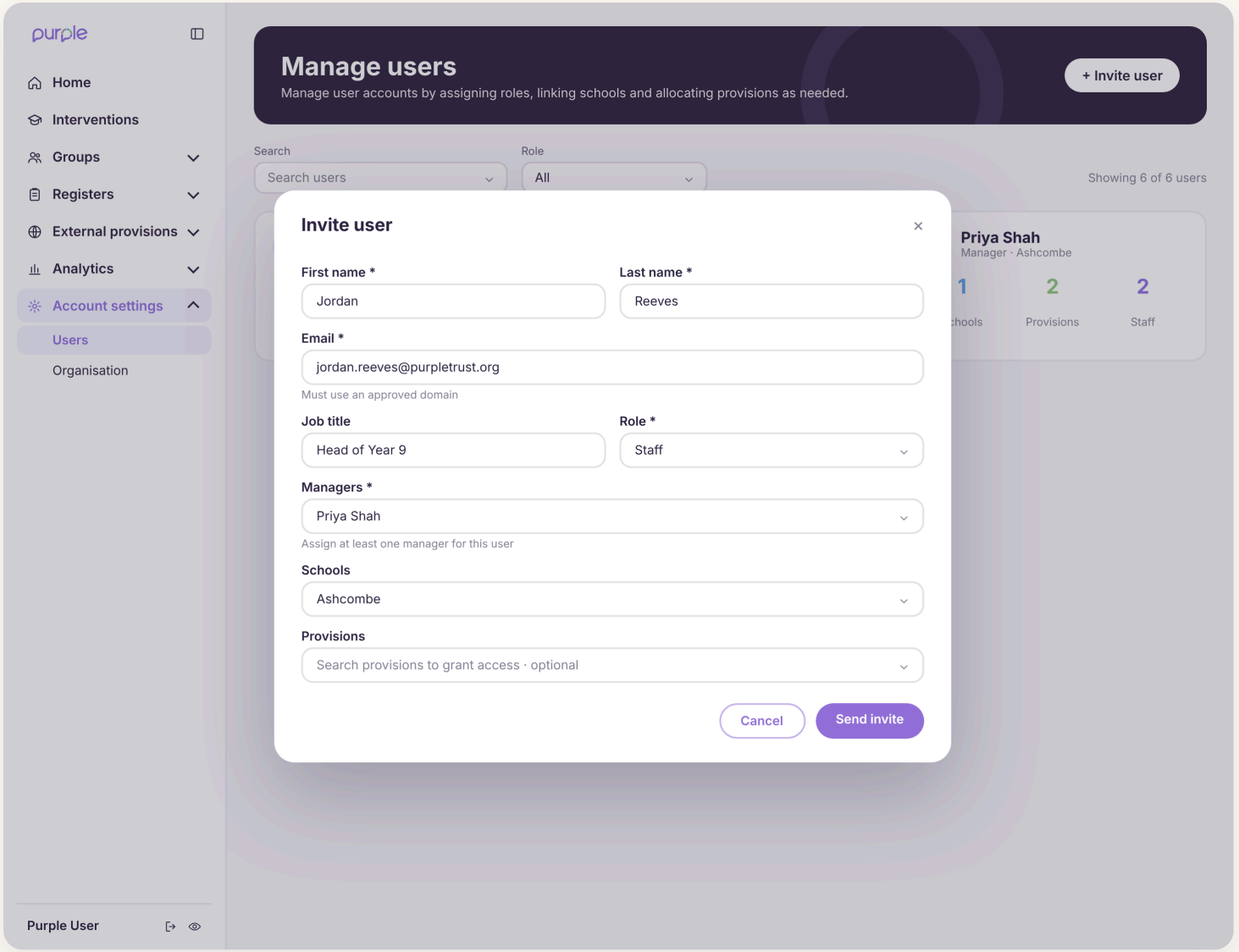
Registers are the daily habit that builds the evidence. Each one records who was present, late or absent, an engagement score for each pupil, an overall session rating and notes. Both group and 1-to-1 sessions contribute to your data. Each completed register feeds into the Overview, engagement and outcomes pages and pupil profiles, so registers kept, provision attendance, engagement and session quality all come from here.

How to use it

1. From a group, choose Take register. The date, time and your name are filled in; change them if you are recording a past session.
2. Mark each pupil present, late or absent, and give an engagement score out of 10.
3. Rate the session overall (excellent, good, fair or poor) and add notes if something is worth remembering.
4. Save. The Registers page then lets you review and filter every register across the school by time, user, provision, group or session type, and export to CSV.

LOOK AT THIS FIRST

Engagement scores. Attendance tells you whether a pupil attended; engagement adds another layer of context about their participation in the session and contributes to your wider understanding of how the provision is working.



RECORDING PROVISIONS

Inviting users

New users are invited from Account settings at app.purple.education. There are five user roles, each with a different level of access: Standard User, Manager, Administrator, Global Administrator and Contract Owner. Administrators can invite users within their assigned schools and provisions as Managers or Standard Users. Only a Global Administrator can create Administrators, and only the Contract Owner (or the Purple team) can appoint Global Administrators. No one can change their own role.

How to use it

1. First, approve the email domain. A Global Administrator opens Account settings, then Organisation, and adds the domain (such as @yourorganisation.org) under Domain authorisation. Users can only be created with an approved domain.
2. Open Account settings, then Users, and choose Invite user.
3. Enter their name, email and job title, choose a role, and assign at least one manager.
4. Grant access to the schools and provisions they need (optional), then Send invite. They receive an email to set their password.

LOOK AT THIS FIRST

The approved domains list. If you are unable to invite someone, check the approved domains list first: adding a domain is a Global Administrator job. Each account can have up to three Global Administrators, including the Contract Owner.

Secure data, controlled access

Connected securely through Wonde

Purple receives approved data from each school's MIS through Wonde. This removes the need for manual exports or sending CSV files by email, while each school retains control over the data it shares. Updates run automatically.

Access matched to each role

Provider users see every school, provision and group in their contract; each school's users see their own school only. Permissions are set for each user and can be updated whenever roles change, by a Global Administrator or by the Purple team.

Clear data protection arrangements

Purple processes data under a formal data processing agreement with each school or trust and with your organisation, supported by clear security and data protection documentation. Your data lead can request these at any time.

If someone joins or leaves, or their access needs to change, a Global Administrator can update their account. Your Purple team is also on hand if you need any help.

NEED HELP?

Troubleshooting and common questions

I have not received my verification code

Check your junk or spam folder first. If it still has not arrived, request another code from the sign-in screen. If you are still unable to access Purple, contact us at info@purple.education.

I have forgotten my password

Press Forgot password? on the sign-in page and enter your email address. Follow the link in the reset email to choose a new password, then sign in as usual with a fresh verification code.

I cannot see a school, provision or group I expected

Access is linked to your account and permissions. Contact your Purple administrator or the Purple team so we can check your access.

My figures do not look as I expected

First check the reporting period, comparison period, filters and attendance settings at the top of the dashboard. If something still does not look right, contact us and tell us which dashboard and figure you are looking at.

A member of staff has left

Let us know, or ask a Global Administrator to update the account, so their access can be changed or removed promptly. Once their organisation email account has been closed, they will no longer be able to receive the verification code required to sign in.

I cannot invite a user

Check that their email domain is approved under Account settings, Organisation, and that your own account has permission to invite their role. Only a Global Administrator can approve a domain or create an Administrator.

Not covered here? The contact details on the next page reach the Purple team directly.

SUPPORT AND CONTACT

Always on hand to help

Your Purple team is always on hand. Whether it is a quick question, a closer look at the platform or a focused session for your attendance, safeguarding, data or leadership team, feel free to get in touch whenever you need us.

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