

PARENT GUIDE TO CLASS CHARTS

1 Download the **Class Charts Parent** app from either the Google play store (for android users) or the App store (for Apple users). You can download it to tablets and phones.



2 Once you have downloaded the app it is easy to Log in. You will need your email address, the code which the school will provide and your child's date of birth.

- Enter your email address
- Choose "I don't have an account yet"
- Enter your parent access code and name
- Enter the students date of birth in the format DD/MM/YYYY
- Choose a password
- Click **login**

The code can be used multiple times so if more than one parent/carer wants to use the app then just register the email address and follow the instructions.

If you have multiple children in our Academy you can add additional children to your account. All you need to do is click the person's head outline. Click '**add pupil**'.

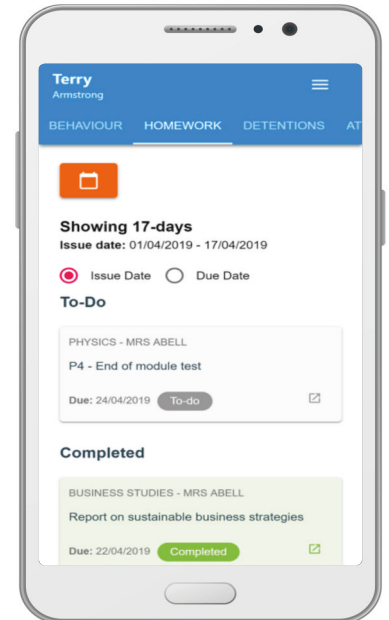
You will need the code for the child you want to add and their birthdate in the format DD/MM/YYYY.

You can then switch between children so you don't have to log in and out.

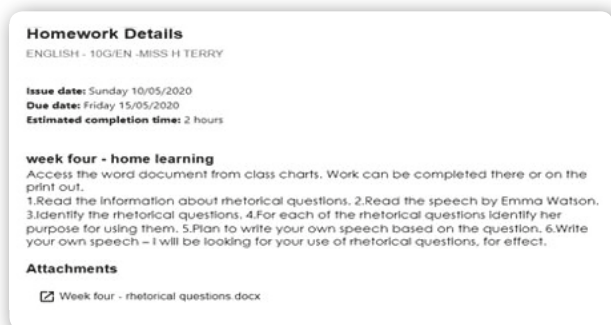
3 You can then see what your child is being given for home learning.

4 You can change the dates and check different weeks.

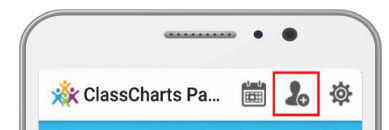
5 You can also see what is to be handed in and when.



EXAMPLE:



You can also message teachers if you are unsure about any of the work set.



Click on the message tab (located at the top of the screen) and find the teacher you need to talk to. You can then send them a message.