

## Setting up your Class Charts App



We hope that using Class Charts will enable us to share information with you in a very clear and easy to use format, enabling you to have great visibility of their timetable, assigned homework tasks, rewards or badges they have earned and announcements or messages from us as a school.

If you have more than one child at Wetherby High School, you can access Class Charts information about your children from a single, centralised Parent Account. Class Charts for parents/carers can be accessed via the Class Charts website, or through the iOS or Android app.

**We recommend you download the app and enable push notifications where possible so you are able to see any urgent communication from school.**

You should have received a Parent Code, which will look similar to the example code shown below. This code is used to set up your Class Charts Parent/Carer Account:

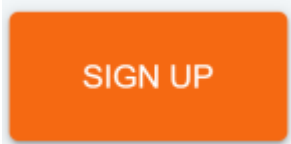


First select SIGN UP from the main page and fill in the form provided:

Then enter your Parent Code into the Access Code field.

NB Your Access Code is not the same as your password. The Access Code is only needed for the initial sign up.

Next, click on the SIGN UP button below the form:



Then confirm your child's date of birth when prompted by clicking on the Date of Birth field and using the date picker to enter the correct date

A confirmation message will then appear, indicating that the sign-up process is complete:



Next, verify your email address to continue.

A screenshot of the Class Charts sign-up form. At the top, there are two links: "LOG IN" and "SIGN UP", with "SIGN UP" underlined in pink. The form has a light blue background and contains the following fields: "Email address" with the value "example@edukey.co.uk", "Access code (provided by school)" with the value "ABC123", "Name" with the value "Example parent", "Password" with masked characters "\*\*\*\*\*", and "Retype password" with masked characters "\*\*\*\*\*".