Parent Instructions for the Compass School Manager App

1. Locate and download the App
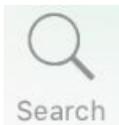
itunes Apps Store - goo.gl/9FHGg6
Android App Store - goo.gl/iSmC64

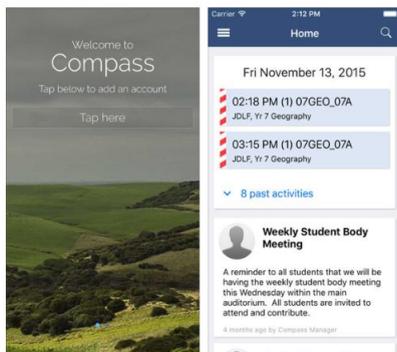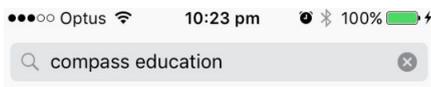**Step 1:** Locate and click on the App store

Step 2: Type into search 'Compass School Manager' or 'Compass education'
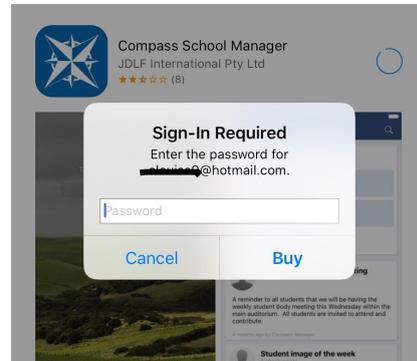
Step 3:
Click on '**GET**' and then '**INSTALL**'

Step 4: Enter your Apple ID - Please note: the Compass app is a free app

Step 5: The app will download and click on 'open'
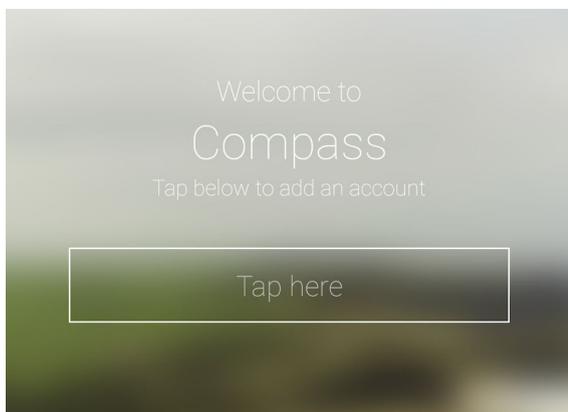
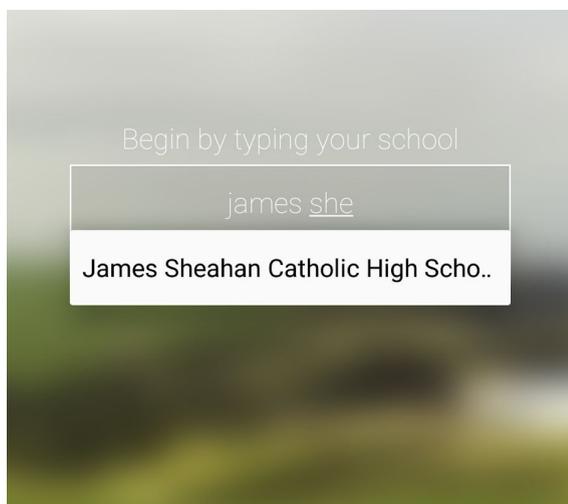**Step 6:** Click on 'Allow' notifications

2. Access your school's Compass Portal

Step 1: Open the App and click into 'Tap here' cell and begin to type your school name.

Step 2: Click on your school.

Step 3: Log into the App using the username and password provided to you by the school (or your updated password if you have already changed it.) You need to press LOGIN (not the orange button)

NOTE: If this is your first time logging on you will be prompted to update your details and change your password.