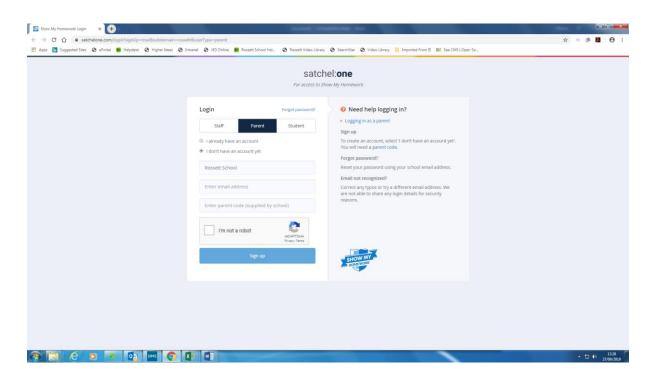


# Logging in to Show My Homework as a parent

As a Parent/Carer you will receive a login email from school with a code that will enable you to create your 'Show My Homework' parent/carer account.

If you have signed up already, you can log in using your existing email and password.



You can use the same code to create up to five Parent/Carer accounts, so you are able to share the code with those that need access to your child's homework details if you wish.

Once you have your code, follow the instructions below to create your account:

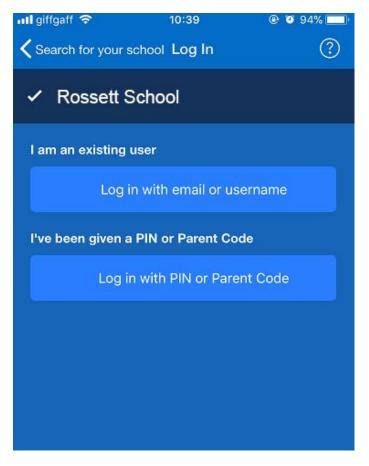
### On the website:

- 1. Visit our sign up page
- 2. Search for Rossett School (by name or postcode HG2 9JP)
- 3. Enter your parent code in the box provided
- 4. Tick "I am not a robot" and complete any security tasks if necessary
- 5. Click Submit
- 6. Follow the on-screen instructions to create your account.



#### On a mobile device

Using a smartphone or tablet? Download our iOS (Apple) or Android app.



- 1. Search for Rossett School (by name or postcode HG2 9JP)
- 2. Tap Log in with a PIN or parent code
- 3. Enter your parent code
- 4. Follow the instructions on the screen to create your account.

Your account is now set up. **You will no longer need your parent code.** You can now access your account using your email and password combination.

## Has your parent code expired?

If you already have an account, you no longer need a parent code, simply <u>reset your</u> password.

If your code has expired or has been lost before you were able to create an account:

- you can request the parent code from the school or;
- ask your child to log in to their account on a web browser and go to <u>Account Settings</u>

# Log in to your account

Once you have created your account using your parent code, you can access your account on any device using your email address and password.

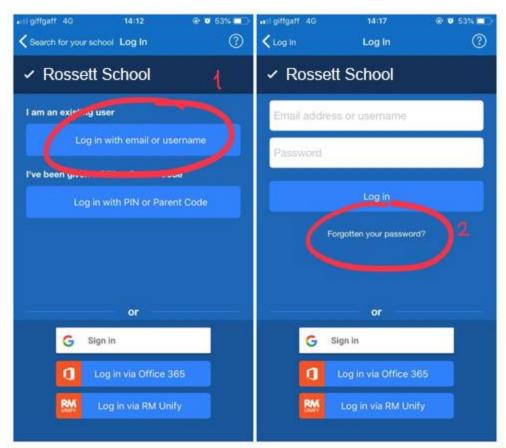
- 1. Go to our login page or open the mobile app
- 2. Enter Rossett School (or search by postcode HG2 9JP)
- 3. Type your email address and password
- 4. Log in



#### Forgotten password?

To reset your password, click on 'Forgotten your password?' on the <u>login page</u> of the website or on the mobile app.

Type in your email and a password reset email will be sent to you. Follow the instructions we sent to you to create a new password.



**Top tip**: If you do not see the password reset email in your inbox, you may want to check your junk or spam folder. If your email is not recognised, please contact the school by sending an email to <a href="mailto:office@rossettschool.co.uk">office@rossettschool.co.uk</a>.

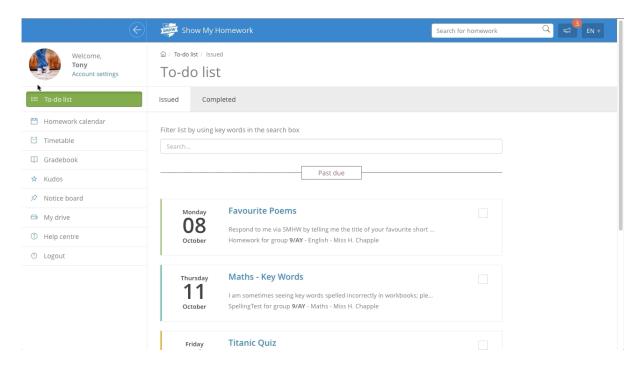
#### Add another student to your account

If you have more than one child at the school, you will be able to link them to your account if you have been given a **parent code** for your other child.

### Where do I find my parent code?

- 1. You can request the parent code from the school or simply ask your child to log in to their account on a web browser
- 2. Click on Account Settings in the top right-hand corner of the page.
- 3. Scroll down to the "My Parent Code" section on the right and copy your parent code.





#### I have my code, how do I add another student to my account?

#### On the website:

- 4. Log in to your existing parent account
- 5. Click on Account Settings
- 6. Scroll down to the "Link another student to your account" section on the right and enter your parent code.

### On a mobile device:

- 1. Open the menu and go to 'Settings'
- 2. Select 'Student Management'
- 3. Tap the +and enter your parent code.

## Assisting with student logins

Students log in to SMHW using their email address and password used in IT lessons:

- 1. Click on the "Log in via Office 365" button (sometimes this is hidden behind the keyboard on phones)
- 2. Enter your school email address ( <a href="mailto:ComputerUsername@rossettschool.co.uk">ComputerUsername@rossettschool.co.uk</a>)
- 3. Enter the password used for the computer in you IT lessons.

If your child has forgotten their school email address and password, please ask them to visit the IT Office (next to the General Office.