

2nd October 2018

Mossgate's Mobile Phone App (School Spider Parents' Area)

Dear Parents,

We are launching a Mossgate app which has been created by School Spider who help us to maintain our school website. The free app will allow you to:

- ✓ Book parents' evening appointments
- ✓ Complete online surveys and forms (these could include school trip and club bookings)
- ✓ Smartphone messages (within the app only)

You will receive your individual logins shortly via email and can login via our website by selecting parent login on the top black bar or, our School Spider app. Please see the attached guidance on using the app. The app is free to download from Google Play or Apple App Store by searching School Spider.

It is important to ensure that you keep the school office informed with changes to your email address and contacts. You will receive an email when there is something you need to complete, if you are logged into the app you will also receive notifications.

We will be using the Parents' Area to organise ten-minute appointments to speak to your child's / children's class teacher for our Parents Evening's which are being held on:

- Wednesday 17th October for years 1 to 6
- Thursday 18th October for children in EYFS (Reception)

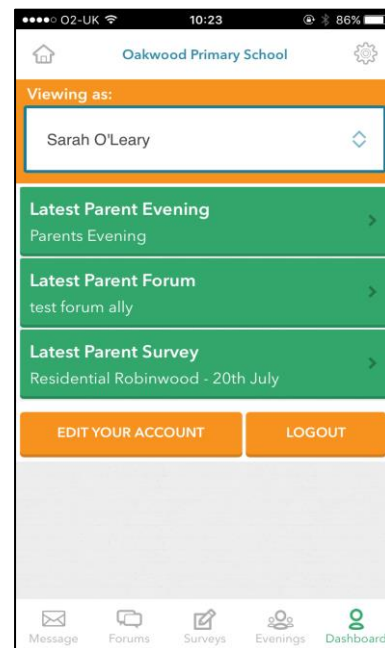
If you do not receive an email with your login details or have any problems with setting up or using the Parents' Area please contact the school office.

Yours sincerely,

Mr Smith (Headteacher)

Downloading the app

1. Download the app for free using Google Play or Apple App Store by searching School Spider.
2. Select our school using the dropdown bar. Once you have done this you can also access the school calendar which is updated with meetings, trips, fundraising events and more.
3. To receive information related to your child/children, select 'Parent Login' and enter the username and password we send you.
4. If you have more than one child at the school, click on the child's name and it will show all other children in the school so you can switch accounts.



Additional information

- ✓ **Please ensure once you have logged in you have notifications turned on.**
- ✓ Use the icons at the bottom to view notifications.
- ✓ YouTube tutorial about the app available here: <https://youtu.be/jPmH-CEhLcg>