



# Townfield Primary School

## School Spider App

Access to the School Spider app is vital to ensure school can communicate effectively with you.

The app also is a one-stop information hub where parents can find:-

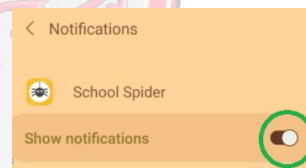
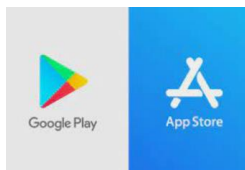
- communications
- class galleries which are regularly updated by your child's teacher
- school calendar
- parents' evenings information and booking
- future school reports
- report absences (desktop version only)

**IMPORTANT:** as school uses School Spider for all the above systems, it is vital that parents/carers utilise this app.

If you have not already done so, you will need to create an account and log in.

### Downloading the App

The app is free to download from the Google Play and App Store - **NB** ensure you enable notifications



You can also log in to your School Spider account via any pc/web browser - <https://parents.schoolspider.co.uk/auth/login>

### Creating a School Spider Account or Logging In

- Click create an account or forgot password.
- Your username is your first and surname all in lower case with no spaces (check that your device does not automatically capitalise the first character you type)

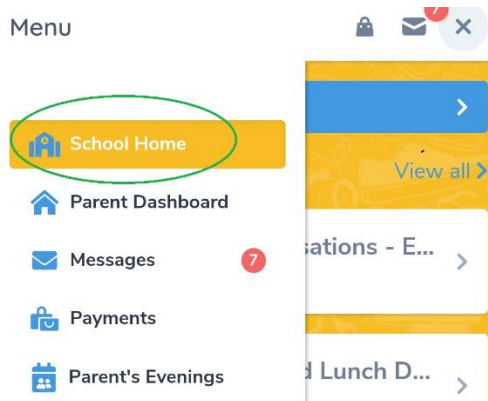
**TIP:** you will only receive a log in for **one** parent, however both parents can download and log in with the same details.

Where parents live at separate addresses, an additional log in account can be set up. In this instance please contact the school office.

- Follow the instructions sent to your email address regarding setting up your account/password
- Then proceed to log in with the details you have set

## School Spider Account Navigation

Once you are logged in, you may be required to select your school from the top of the screen.

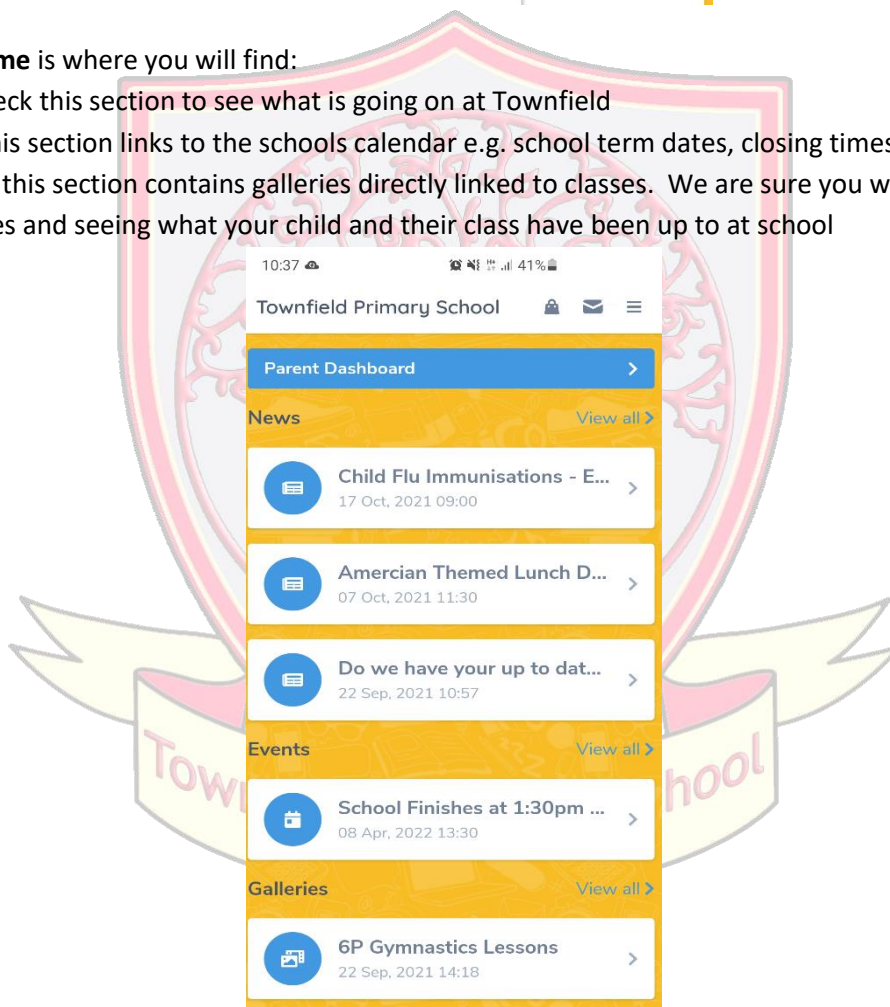


- **School Home** is where you will find:

News – check this section to see what is going on at Townfield

Events – this section links to the schools calendar e.g. school term dates, closing times, etc

Galleries – this section contains galleries directly linked to classes. We are sure you will enjoy going through the galleries and seeing what your child and their class have been up to at school



- **Parent Dashboard** is where you will find:

Messages – any school communications

Parents Evening – information and booking

Awards & Reports – Autumn & Summer Reports (from Summer 2022)

Messages



Notifications



*Look after  
yourself*

*Look after  
each other*

*Look after  
our school*