## St. Paul's CE Primary School

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## Downloading and Logging into the School Spider App

## Downloading the App: Quick Guide

 Search for the school spider app and download it to your phone/tablet, by searching with the words, school spider.
From the list of schools, scroll down and find, St Paul's CE Primary School, Stalybridge (click on our school).

## Next Step: Parent Log in

- 1) Open the app
- 2) Click on parent log in
- If you do not know your username and password, click on forgotten password (please note your email address is not your username)
- 4) Enter your email address and select our School
- 5) Click on Reset Password
- 6) You will then be sent an email to reset your password
- 7) If the app says we can't find a user with that email address, it may be worth you trying a different email address if you sometimes use another email.
- 8) If neither parent has a recognised email linked, then you will need to email school requesting your email to be registered. This has to be processed at school and it then can take up to a further 24hrs to become active.







