

# Parents Website

**At Scarning we use a school management system called Pupil Asset.**

**This is a great way for parents to be able to see important information about their child.**

**On the Website you can change your personal information, report your child's absence from school and view your child's attendance.**

**Please follow the guide below for more information on how to set this up.**

## Logging in for the first time

If it is your first time using the app, tap **First Login/Forgot Password** then enter the email address that the school has on record for you. When you tap **Submit**, we will send you an email which will allow you to set your password.

*Your password will need to be at least eight characters long and include a number, failure to follow these guidelines will result in you being unable to login.*

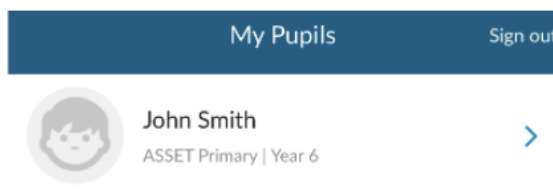
*You need to inform your school if your email address has changed.*

## Using

Once you have created login details you will be able to sign in with them on the **Login** screen .

If you have any issues logging in, tap **First Login/Forgot Password** to generate a new password.

*If you've forgotten your username (the email address you registered with your school) you will need to contact your school office.*



The home screen of the app will show any pupils on Pupil Asset where your email address has been given **online** access.

*If your child does not show, please contact the school as they may need to update your child's pupil*

*record.*

Tap your child's name to open their record.

## I've forgotten my password/username, what do I do?

Click or tap the **Lost your password** link on the login page to generate a new one. If you've forgotten your username (the email address you registered with your school) you will need to contact your school office.