



ClassCharts

Quick start guide

Getting started with Parental
Access

What is Class Charts for Parents?

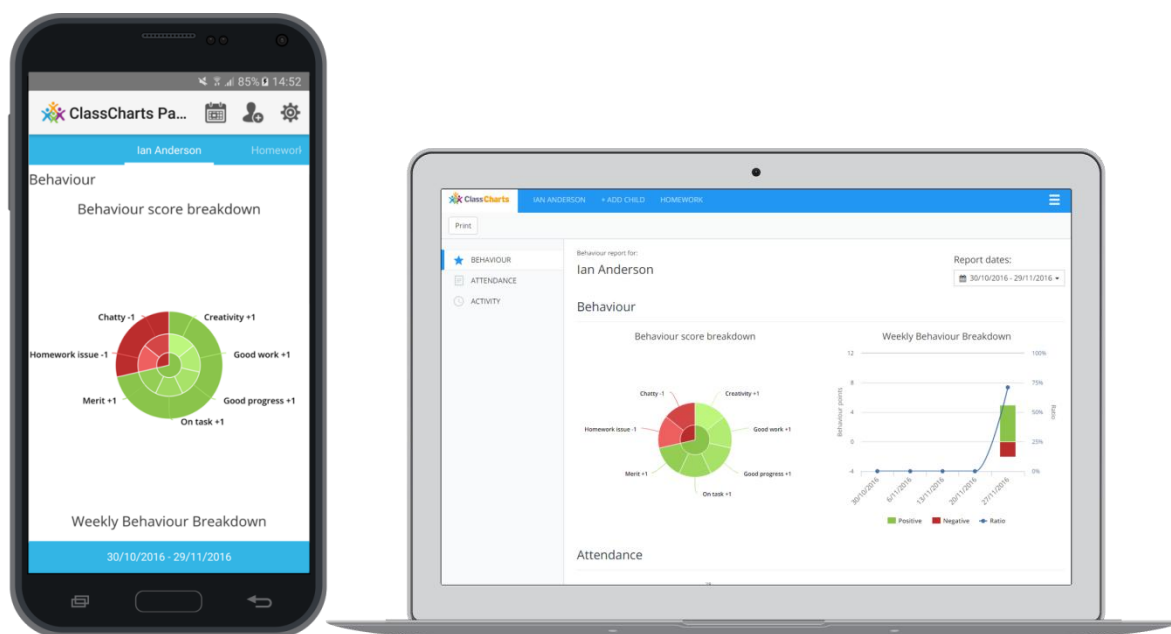
Depending on how your school has set our system up, you will be able to use Class Charts to keep track of your pupil's **achievements**, access **behaviour** reports and track scheduled **detentions**.

If you have more than one child at the school, or multiple schools, you can use the same parent account to view achievement data for all your children.

Class Charts for parents can be accessed via our **website**, or by our **iOS** and **Android** apps.

You can access the parent website and links to the parent apps at:

<https://www.classcharts.com/parent/login>



Parent Code

You should have received a **Parent code** from your school, which will look similar to the example code shown on the right.

This code is used to set up your **parent account**, which is covered on the next page.

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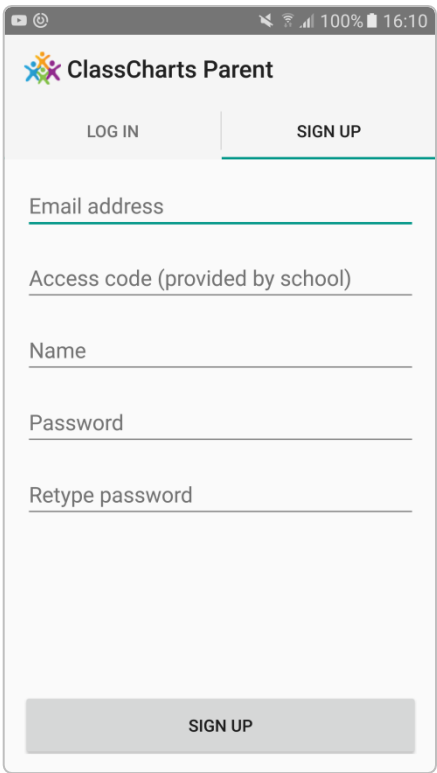
Creating a Class Charts Parent account

Creating an account via the app

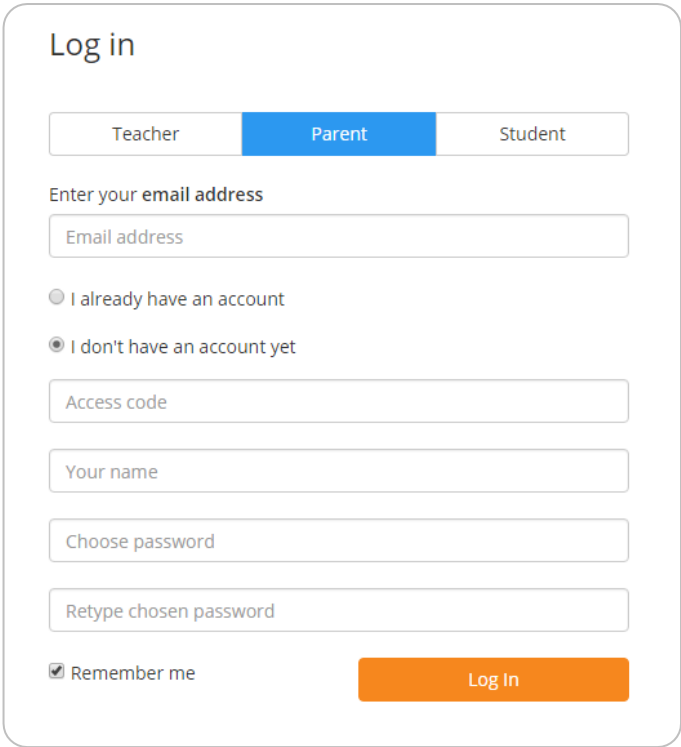
If you click the [Sign up](#) tab within the app you will be presented with an account creation form.

Simply fill in the form and enter your [parent code](#) in the [Access code](#) field. Clicking Sign up will log you into the account.

Please note: Your Access Code is **not** the same as your password, the access code is only need for the initial sign up.



The screenshot shows the ClassCharts Parent app interface. At the top, there's a status bar with icons for signal, Wi-Fi, and battery at 100%, along with the time 16:10. Below the status bar is the app header with the ClassCharts logo and the text "ClassCharts Parent". There are two tabs: "LOG IN" and "SIGN UP", with "SIGN UP" being the active tab. The form contains five input fields: "Email address", "Access code (provided by school)", "Name", "Password", and "Retype password". At the bottom, there is a large grey button labeled "SIGN UP".



The screenshot shows the ClassCharts website login form. At the top, there's a "Log in" heading. Below it are three tabs: "Teacher", "Parent" (which is selected and highlighted in blue), and "Student". The form has several input fields: "Enter your email address" (with a sub-label "Email address"), "Access code", "Your name", "Choose password", and "Retype chosen password". There are two radio buttons: "I already have an account" and "I don't have an account yet" (which is selected). At the bottom left, there is a checkbox labeled "Remember me". At the bottom right, there is an orange button labeled "Log In".

Creating an account via the website

To create an account on the website, select the [I don't have an account yet](#) option.

This will bring up additional form options. Simply fill in the form and enter your [parent code](#) in the "[Access code](#)" field.

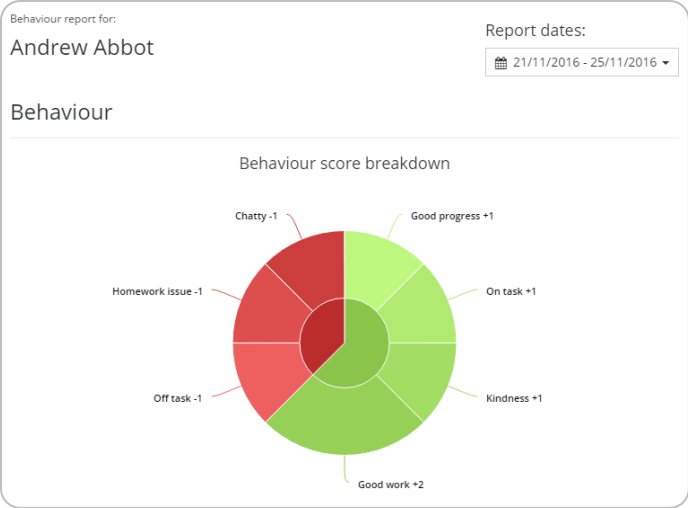
Please note: Your Access Code is **not** the same as your password. The access code is only needed for the initial sign up.

Achievements and Behaviour

Behaviour breakdown

On the behaviour screen, you will be presented with graphs which represent an overview of your child's achievement and behaviour data within a [customisable timeframe](#).

To change the date range of displayed behaviour data, simply click on the [calendar icon](#) to select from the available presets or create your own custom date range.



Activity		
25/11/2016		
<div><div>-1</div><div>Andrew Abbot</div><div>Chatty awarded by Mrs A Abell.</div></div>	15:37	
<div><div>+1</div><div>Andrew Abbot</div><div>Good progress awarded by Mrs A Abell.</div></div>	14:24	
<div><div>+1</div><div>Andrew Abbot</div><div>On task awarded by Mrs A Abell.</div></div>	14:24	

Activity Feed

Below these graphs you will find a list of behaviour activity relating to your child. These display the [behaviour](#) that was awarded, [when](#) it was awarded, [who](#) awarded the behaviour, the [lesson](#) the behaviour was awarded in, and how many [points](#) the award is worth. The level of detail within each behaviour award depends on the settings that your school has enabled.

Detentions

If your school has decided to enable the detentions view for parents, you will see a [Detentions](#) option in the top menu. Clicking on this option will display a list of detentions which have been set for your child.

Detentions fall under 4 categories: [Attended](#), [Not attended](#), [Pending](#) and [Upscaled](#).

Attended: Your child has sat this detention.

Not attended: Your child did not sit this detention.

Pending: This detention has not been sat yet.

Upscaled: Your child's detention has been escalated into another type of detention.

TODAY

Breaktime Detention

Room 40
Sean Abbey

Date: 12/10/2017 11:00DETAILS

FUTURE

Lunchtime detention

Canteen
Sean Abbey

Date: 17/10/2017 13:50DETAILS

PREVIOUS

Afterschool detention

Room 55
Sean Abbey

Date: 5/10/2017 15:30DETAILS

✕

📅

Type: Breaktime Detention

|

Status: Attended

|

Time: 11:00

|

Date: 10/10/2017

P.E.y9 - - Mrs. M Anderson

Location: Room 40

Length: 10 mins

Reason: Detention

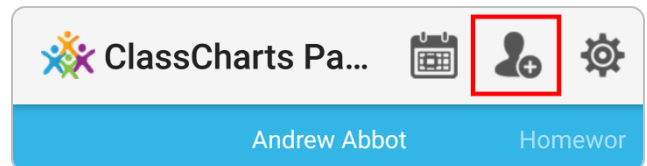
To view more information about a specific detention, click on the [Details](#) button.

This will bring up a popup that describes the detention, including the reason for the detention, the awarding teacher and scheduling information.

Adding / switching children

To add another child to your Class Charts account, click on the [add child](#) option in the website menu or the [add child icon](#) within the app.

You will then be asked for an access code.



Add a child to your account

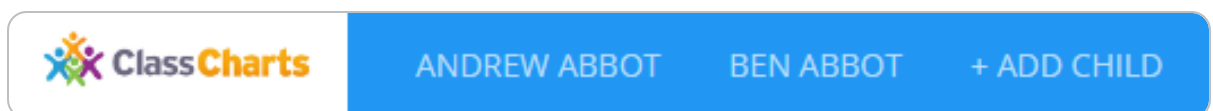
Please enter an access code to add a new child.

OK

Cancel

Next, enter your [parent access code](#) for the child you wish to add.

This code will have been given to you by the school and is unique for that pupil.



Once the parental code has been accepted, you will see the child you have just added as a [selectable option](#) in the menu.

Click on the pupil to display that child's behaviour and attendance data (if it has been enabled by your school).

If your school has chosen to share homework information, the homework tasks for all children on your account will appear within the homework tab.

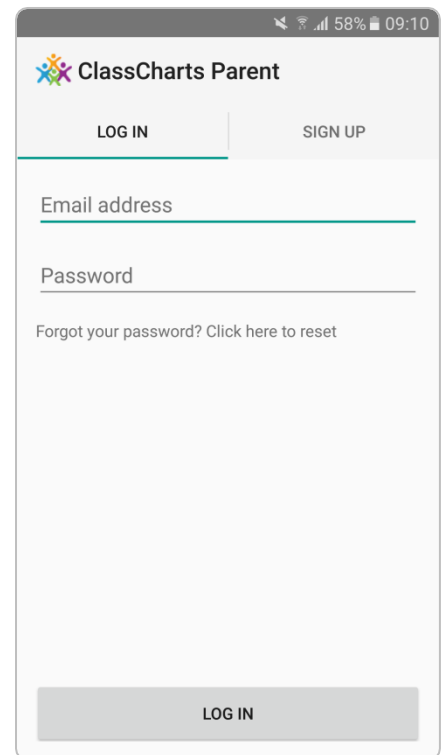
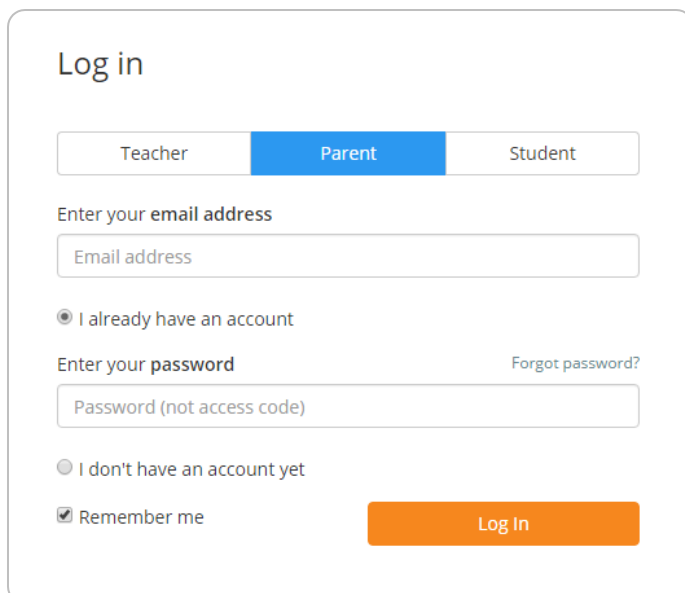
Accessing Class Charts for Parents

Logging in to the Class Charts Parent app

When you tap the parent app icon on your device, you will be presented with the Class Charts Login screen.

Simply enter the email address and password you used when creating your Class Charts account and you will be able to log back in.

If you cannot remember your password you can click on the [forgot password](#) link to receive a password reset email.

A screenshot of the ClassCharts Parent app login screen. At the top, there's a status bar with signal, 58% battery, and 09:10. Below is the app header with the ClassCharts logo and the text "ClassCharts Parent". There are two tabs: "LOG IN" (selected) and "SIGN UP". The main form has two input fields: "Email address" and "Password". Below the password field is a link: "Forgot your password? Click here to reset". At the bottom is a large "LOG IN" button.A screenshot of the Class Charts website login form. The title is "Log in". There are three tabs: "Teacher", "Parent" (selected), and "Student". Below the tabs is a section "Enter your email address" with an input field labeled "Email address". Underneath is a radio button selection: "I already have an account" (selected) and "I don't have an account yet". Below this is a section "Enter your password" with an input field labeled "Password (not access code)" and a link "Forgot password?". At the bottom left is a checkbox "Remember me" and at the bottom right is an orange "Log In" button.

Logging in to the Class Charts Website

To log back into your Class Charts account, first ensure that you have selected the parent option.

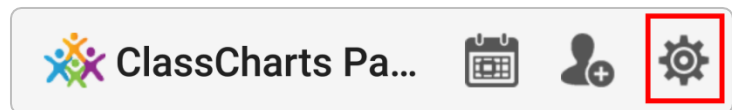
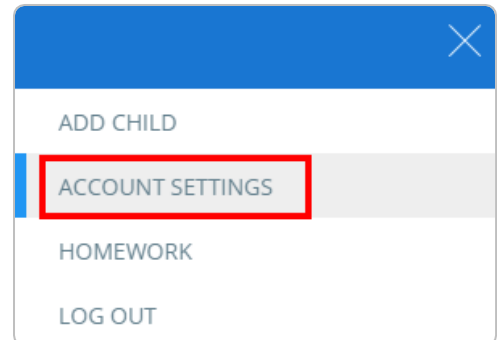
Next, select the [I already have an account](#) option and enter your login details.

If you cannot remember your password you can click on [forgot password](#) to reset it.

Settings

To access the settings menu for your parent account, select [Account Settings](#) from the 3 lines menu in the top right corner of the website.

If using one of the parent apps, you can access the settings menu by clicking on the [settings cog](#) shown on the right.



Your details

Full name:

Email address:

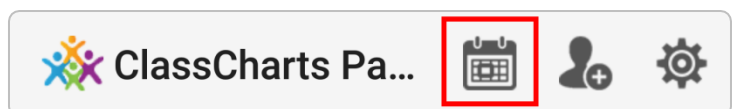
Email address is used for logging in.

Within the settings menu, you will be given the option to change your [name](#), along with the [email address](#) and [password](#) that you use for your account.

You can also change the displayed language, by selecting a different option from the [Language](#) drop down menu.

To change the timeframe that your account displays information in, click on the [date range](#) in the top right hand corner of the website. If using the apps, click on the [calendar icon](#). You will be able to apply [preset date ranges](#) or a [custom range](#) of your preference.

To set a custom date range, simply click on your start date and then your end date and click [apply](#)



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Oct 2016

Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Nov 2016

Su	Mo	Tu	We	Th	Fr	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	6	7	8	9	10

This week

Last week

This month

Last month

Last 14 days

Last 30 days

Last 90 days

Since August

Custom Range

Apply

Cancel