

Instructions to download and personalise the app notifications

1. Visit the app store and type 'School Jotter' in the search bar or click on the link below:

iOS users:

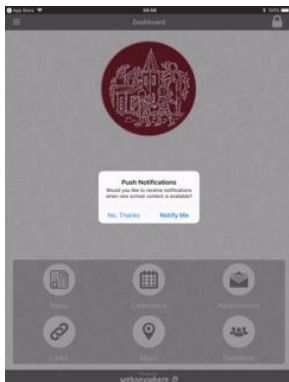
<https://apple.co/2oGDD64>

Android users:

<https://play.google.com/store/apps/details?id=com.webanywhere.schooljotter.containerApp>

Search for the school by name.

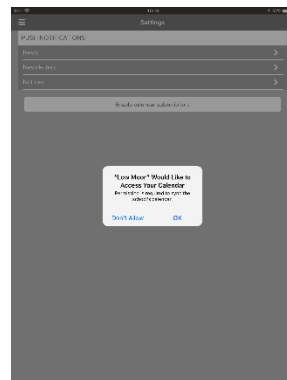
2. Once you have downloaded the app to your device, click 'notify me' then 'allow'. This will ensure you receive news items and letters.



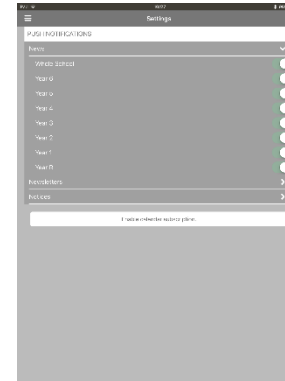
3. Next, go to settings to personalise the notifications you would like to receive.



4. A pop up will appear "School Jotter would like to access your calendar". By clicking ok, the school holidays and event dates will appear in your calendar.



5. Push notification are in three categories:
 - a. News
 - b. Newsletters (including letters)
 - c. Notices



6. In each category you can switch off notifications for particular year groups, if you wish, so that you only receive notifications and letters for 'whole school' and the year group your child(ren) is/are in. You can update your notification preferences at any time.

7. From the Dashboard, you can navigate around the app.



8. We will use the app to send out letters, messages and reminders to parents, so please ensure you have the appropriate notifications enabled to keep informed.

