

# SWINDON VILLAGE PRIMARY SCHOOL

Church Road | Tel: 01242 690016  
Swindon Village, Cheltenham | Fax: 01242 690017  
Gloucestershire | Email: admin@swindonvillage.gloucs.sch.uk  
GL51 9QP | Website: www.swindonvillage.co.uk



**Head Teacher:** Mr G Mills BA (Hons), NPQH

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Dear Parents,

Firstly, it's lovely to see how well your child has settled in. Below is a little insight into how we use the Class Charts App to help you keep up to date with some of the important aspects of school life. You will also find in this envelope a unique passcode for your child and the instructions for how to download and login is set out below. Please use the instructions below as we have found that the Web Brower way doesn't quite work as well.

We use Class Charts as a means for you to:

1. **Behaviour - Keep a track of your child's behaviour.**
  - a. Your class teacher and other staff are able to reward your child with positives.
  - b. If they get an Above & Beyond you will also get a lovely message to say why.
  - c. It is also used to keep an eye on any behaviour which is not acceptable. This isn't used much and I'm sure your child will receive lots of positives throughout the year.
  - d. At 50 point intervals there are mini little rewards and the aim is to try and collect 300 points to enter in the End of Year Mega Draw!
2. **Attendance – Keep a track of your child's behaviour:**
  - a. You can also track your child's attendance as well - there is a clear match between children who attend school regularly and those who make great progress.
3. **Announcements – keep up to date with any of the latest information:**
  - a. From time to time you will receive an announcement from staff.
  - b. This will pop up in your notifications on your phone.
  - c. Don't worry we won't bombard you.

Please make sure you use the **CLASS CHART PARENT APP** when you download it from your device's app store or play store.

## Top Tips.

- Download the **Parent App first** [don't go through the web on a laptop/computer]
- Open 'Class Charts PARENT App'
- Enter your email address
- Choose 'I don't have an account yet'
- Enter your parent access code (see attached sheet for you unique code – do not share this code with anyone outside your family as they will could access your child's behaviour and attendance) and your name
- Choose a password
- Click Log-in!

If you have any problems, please just email the school and explain your problem and we will do our very best to help.

Many thanks

SVPS

*Learning from each other – achieving together*

