WELCOME to the
St. Louis Community School App!

We are excited about the launch of this new platform and the opportunities that it offers us to enhance our communication and engagement with Parents, Students & Teachers. **Your participation in this network is imperative to its success - so PLEASE download and Register TODAY! It will only take two minutes!** This leaflet is a guide to downloading and setting up the App. It is very important that you **complete your USER PROFILE when you first download the App** as this will allow us to send you information that is specifically relevant to you and ensures you do not receive notifications which are not relevant. Then explore the App at your leisure. The App will continue to evolve and expand so watch out for updates!

HOW TO INSTALL AND SET UP YOUR SCHOOL APP
DEVELOPER: UNIQUE PUBLISHING
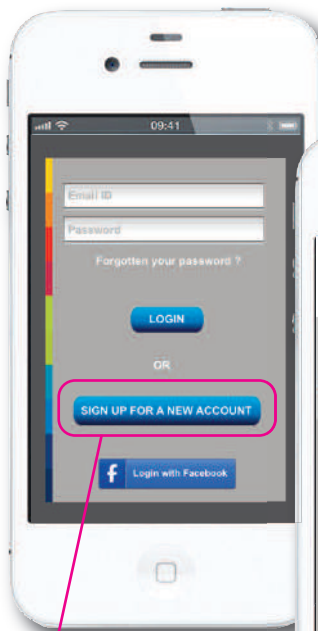
1. DOWNLOADING YOUR APP

Available on the **App Store**

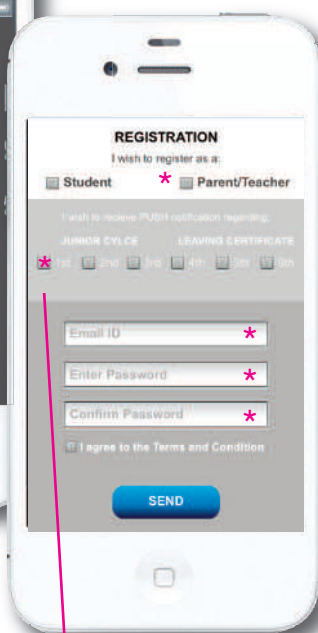DEVELOPED BY UNIQUE DIARY PRODUCTIONS LIMITED

Google play

DEVELOPED BY UNIQUE PUBLISHING

Your School App runs on BOTH Android and IOS (Apple) operating systems. Depending on your device you can locate your School App by searching your school name 'ST. LOUIS COMMUNITY SCHOOL' in either Google Play or Apples App Store. Above are two QR codes to allow you to quickly see your School App in BOTH of these stores.

2. ALLOW PUSH NOTIFICATIONS

Make sure you **ALLOW** us to send you PUSH notifications. This means you will only receive personalised, timely and relevant information from your school/college.
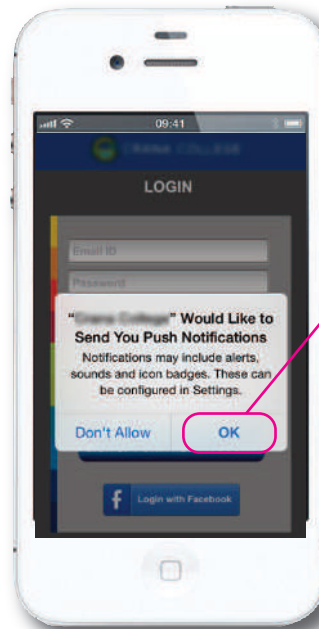
3. SIGN UP FOR A NEW ACCOUNT

Sign up for a new account using any of your own email addresses and create a password.

Then select:
- PARENT or STUDENT
- CLASS
- Input your email
  (any email account is fine)
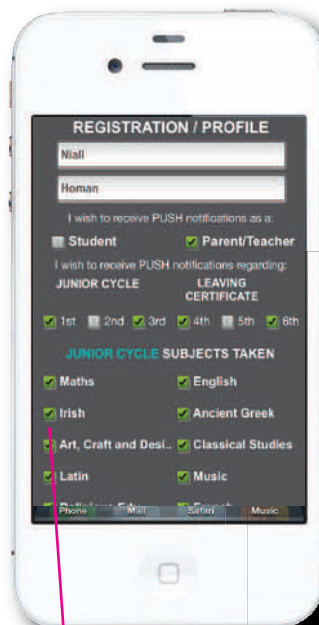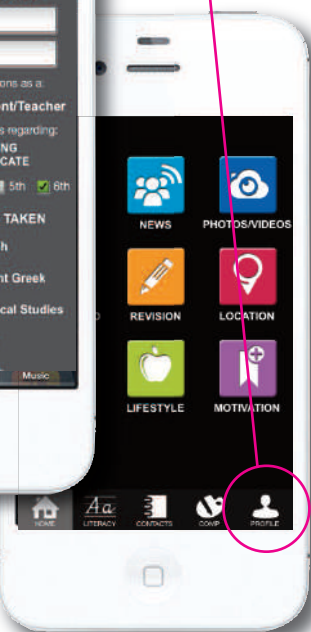- Create your own PASSWORD
- and SEND

4. SET YOUR PROFILE

1. Go to PROFILE

2. Select the:
- Year(s),
- Subjects
- and Activities
  about which you
  wish to be informed.

REMEMBER TO PRESS THE **UPDATE** BUTTON AT THE BOTTOM OF THE SCREEN

Update

SETTING YOUR NOTIFICATIONS PREFERENCES

SET YOUR IOS NOTIFICATIONS

On Apple IOS devices the Notifications are set as illustrated above. Go to SETTINGS and then go to NOTIFICATION CENTRE. Locate your School Name. Then adjust the ALERT STYLE for how you receive your PUSH NOTIFICATIONS from the School.

SET YOUR ANDROID NOTIFICATIONS

Go to settings

Locate your School App icon.

Select 'Show notifications'

Thats it!