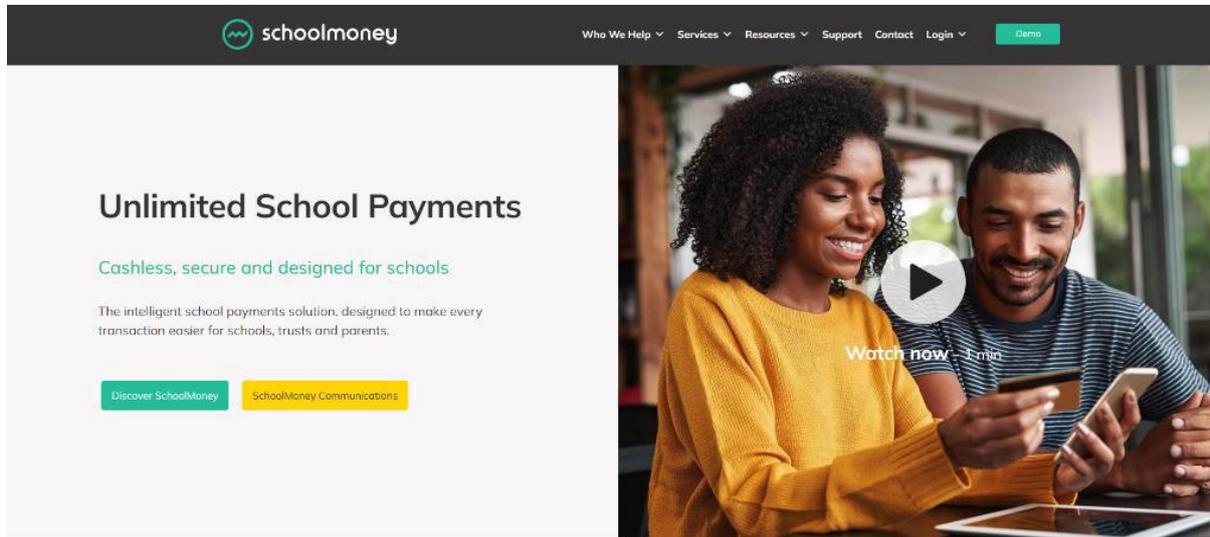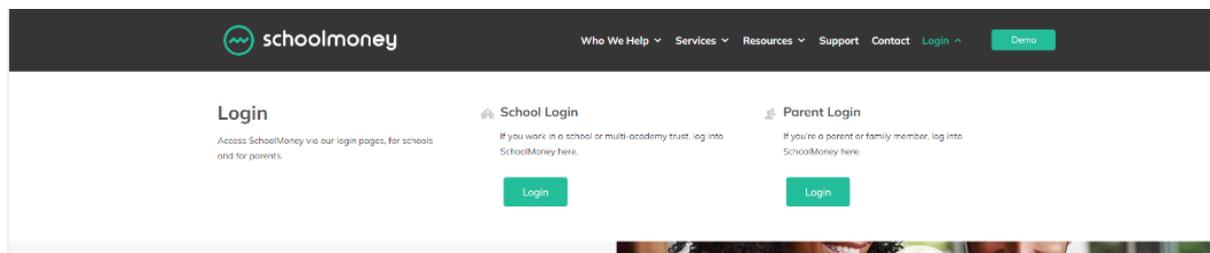# 1. Logging into SchoolMoney
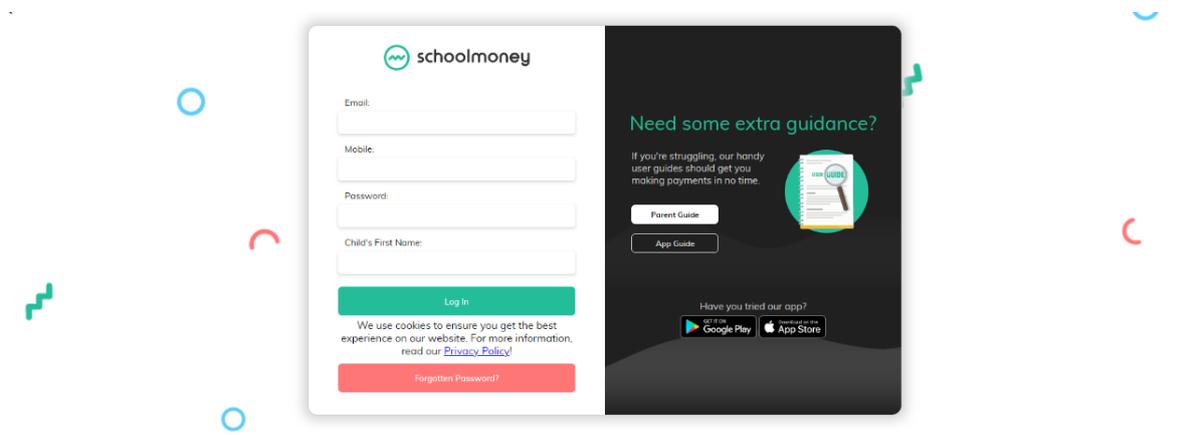
To log into **SchoolMoney**, please go to **www.schoolmoney.co.uk** and hover over the Login button in the top right-hand corner.

A drop-down box will appear, select the **Parent Login** option.

This will then send you to the parent login page.

Please enter the following information:

• Your mobile number
• Your email address
• The password the school has sent to you by text or email
• Your child's first name
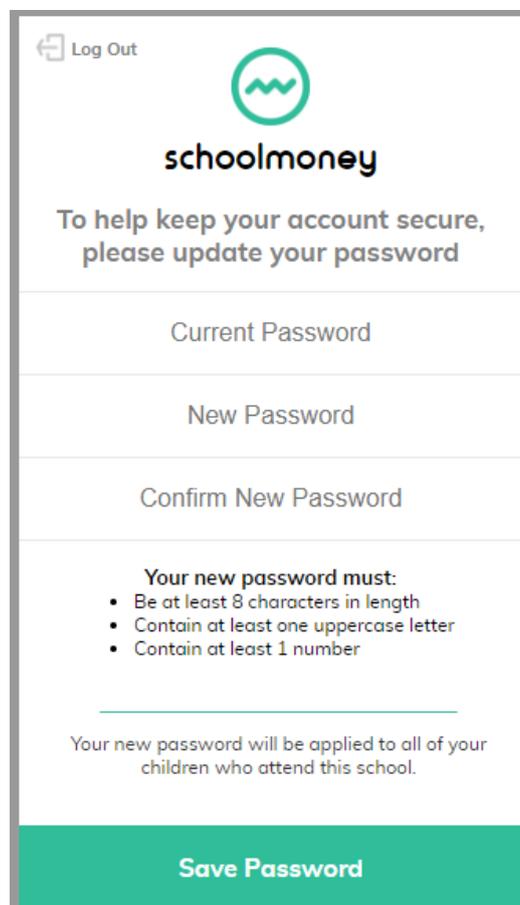
Press Log In when you are ready.

Please note: The school will have sent you a password via text/email. If you have not received a message with a password in it, please contact the school directly to request one.

*Please note: Only enter your child's **First Name**. This needs to be spelled in the same way as the school has it entered on their system, e.g. If the school's records have your child's name spelled as Samuel you should not enter Sam.*
You will be logged into your SchoolMoney account providing the details that you have entered are correct.

*Please note: If for any reason it won't allow you to log on, we would advise that you contact your school to double check the mobile number/email address that they have recorded against your child on **SchoolMoney**. If you are entering different details to the school, you will be unable to login until the school change your child's details.*

If you are logging in for the first time, you will be required to reset your automatically generated password

A box will appear upon logging in that will ask you to type in your current password and then also create a new password you can use going forward.

Please note: *If you forget this password, you will need to ask the school to send you a reset password message.*

Once you are happy with your new password, press Save and you will proceed to your account.