# Introducing: Brightwheel

#### SELA is upgrading our Teacher-Parent communication systems for the 2022-2023 School Year!

We are pleased to introduce a new APP that we will be using for Parent-Teacher communications as well as student pick up and drop off permissions, and attendance. Brightwheel is a wonderful new app that will make our communication with families much more efficient! Please read below for very important information about this new app.

SELA will begin using this app August 27. You will not be able to utilize any features until then. As of August 1, SELA will begin sending out the email/text notifications for families to create accounts.

SELA will provide a "Parents How-To Guide" for using Brightwheel within the Orientation Packets in August.

#### SELA will be Using Brightwheel for:

- 1. ALL SCHOOL Pick up and drop off permissions (replacing Fetchkids)
- 2. ALL SCHOOL Emergency alerts from SELA (replacing Tadpoles)
- 3. EGE Pictures and videos (replacing Tadpoles)
- 4. EGE Daily reports for Infants/Toddlers (replacing Tadpoles)
- 5. EGE Naptime/potty training updates for Preschool (replacing Tadpoles)
- 6. **IMPORTANT NOTE:** SELA is NOT using the billing feature within Brightwheel. Please disregard this feature as we will continue using the TADS program for billing.

#### Easy setup beginning August 1, 2022: See a full video tutorial HERE!

- 1. Create a free Brightwheel account. When you receive an invitation via email or text, please create a free parent account using either the web or mobile app. Make sure to use the same email address or cell phone number that the invitation was sent to. <a href="HERE">HERE</a> is a quick video overview.
- 2. Confirm your child's profile. You will see your child's profile after you create an account you can confirm information such as birthday, allergies, and additional contacts. If you do not see your child's profile, please contact us with the email address or phone number you used to sign up. You will not see updates within Brightwheel until we start to use it regularly.
- 3. Set your account preferences. You can adjust your notification preferences within your profile settings on the app.
- 4. Personalize your app
  - A. Add photo of yourself and child(ren)
  - B. Invite your pickup/drop off team
- 5. NOTE: SELA is not using the billing feature within Brightwheel. Please disregard this feature.

## RETURNING FAMILIES: Were you previously using Tadpoles or Fetchkids?

Brightwheel is REPLACING these apps beginning August 27, at that time please feel free to remove them from your personal devices.

SELA is canceling our Tadpoles School account as of December 1.

\*\*\*As of Dec 1, Parents and SELA will NO LONGER have access to any of the pictures and videos within the Tadpoles app.\*\*\*

Please take a moment now to go through and download any pictures and videos that you would like to save. HERE is an efficient way to do a bulk download of all pictures and videos.

### We're excited to be adding this state-of-the-art system and hope you enjoy it!