



Brightwheel: How To Send A Message

Brightwheel allows you to send messages directly to your child(ren) teacher or a member of our Admin team. This is a great way to have a direct line of contact if you need to relay any information quickly. This guide will show you how to send a message through the Brightwheel App.

Step 1:

Open the Brightwheel app on your phone.
Ensure you are logged into your account with your email.

Step 2:

Click on your child(ren) profile

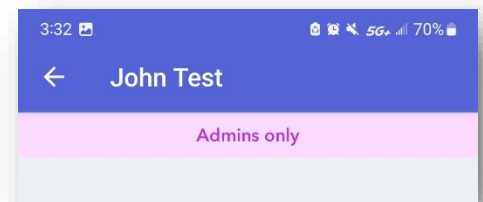
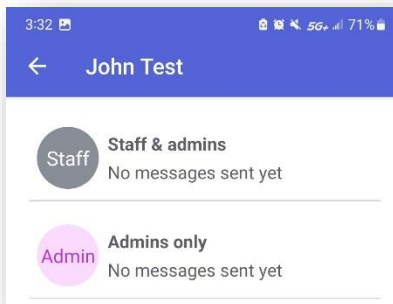
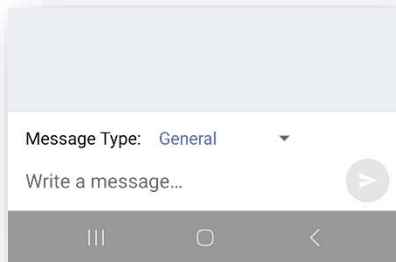


Step 3:

On the top of their profile will be a message button. Select that button to send your message.

Step 4:

Within the messages you can choose to send one to the teacher (general) or you can send one to our Admin team.



Please reach out to the Directors with any additional questions you may have.

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