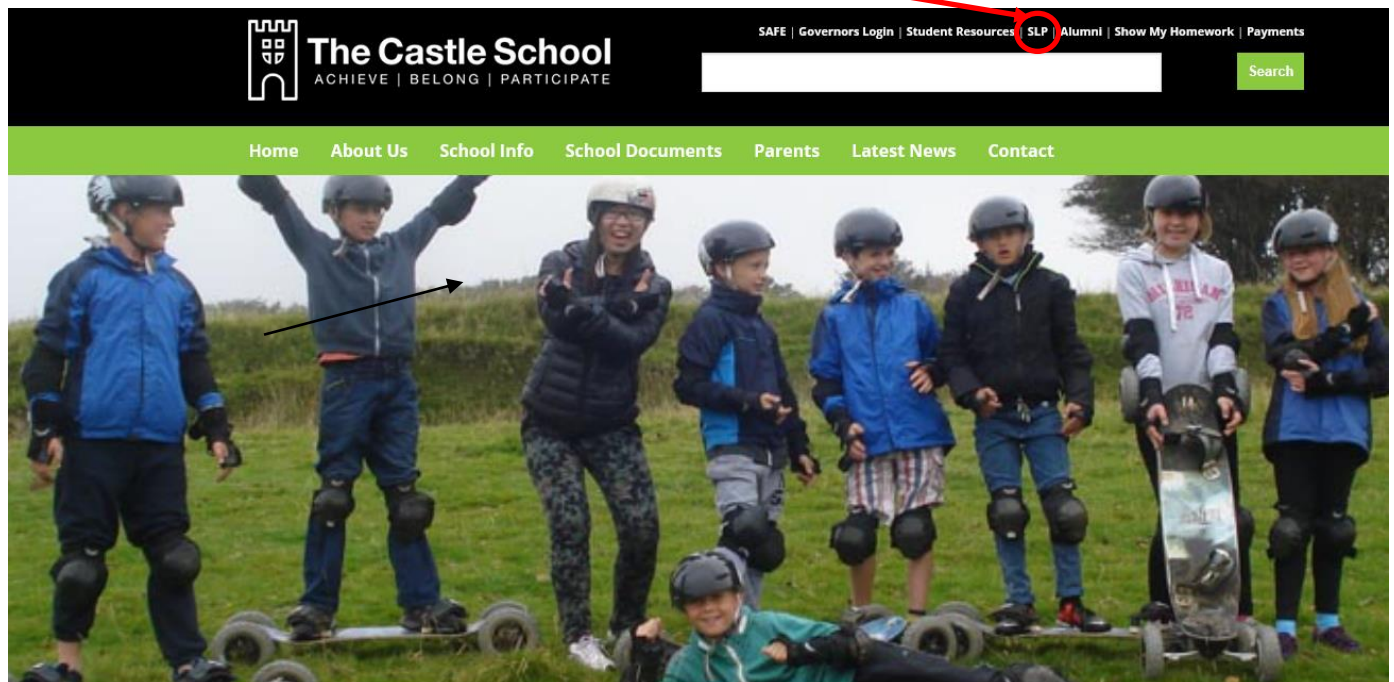


To logon to the Somerset Learning Platform

Open your web browser, and then navigate to the following web address:

www.castleschool.co.uk then click on **SLP** at the top of the page



Click the 'Parent login' button. You will be directed straight to the Somerset Learning Platform user name and password page (see below).

The image shows the login page for the Somerset Learning Platform. It has a red header with the Somerset Learning Platform logo and a silhouette of a person on a hill. Below the header, there is a sign-in instruction: 'Sign on to SLP: school staff should use their email user name (e.g. if your email address is bsmith@educ.somerset.gov.uk, your user name will be bsmith)'. A warning states 'ALWAYS LOG OUT OF SLP WHEN AWAY FROM YOUR COMPUTER.' There is a checkbox for 'I want to change my password after logging on' with a note: 'By ticking this box you will have the opportunity to change your password after your credentials are submitted.' Below this are two yellow input fields for 'User name:' and 'Password:'. A 'Log On' button is at the bottom right. At the very bottom, it says '© 2012 Children and Learner Services, Somerset County Council'.

Enter your username and password as indicated. Please note they are case sensitive. You will now be logged on to the SLP.

To change your password and view pupil details

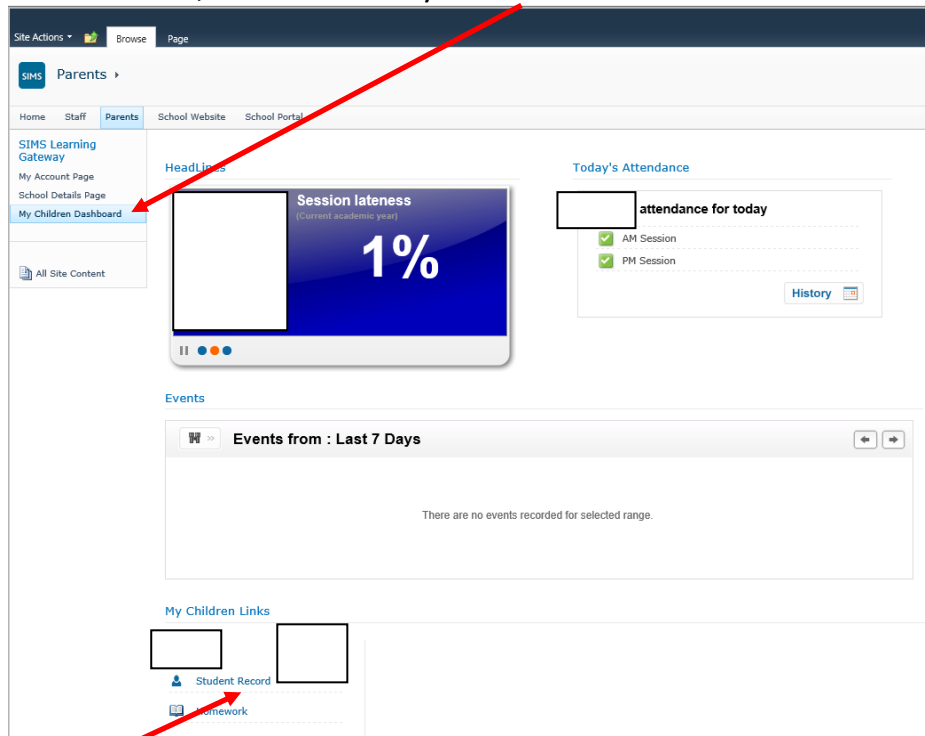
Select 'My Account Page' from the left hand panel. This will take you to your account details. If any information is incorrect, please e-mail office@castle.somerset.sch.uk

To change your password:

Enter the old password you have just used to access the site.

Enter your new password – this should be a mixture of upper and lower case letters and at least one number. Confirm your new password then click 'change'. Your new password will now be set.

To return to pupil information, click on the 'My Children Dashboard' on left hand side.



To view additional information such as attendance, student conduct and assessment, click on 'Student Record', which can be found at the bottom of the page. A new page will then open showing this additional student information.

When you have finished, please ensure you logout.