

Returning Teachers

1- Log in using last years' details

2- Click Register



3- Select Class/School



4- You personal details will be there from last year, if you have any changes to make, do so now.

5- Save Changes

SAVE CHANGES

6- Type in your roll number to find the school

YOUR SCHOOL PAGE

Start typing in your School roll number

Can't find your school? [Click here](#) to create a school.

I would like my school to be displayed on the fundraising leaderboard Yes No

I would like my school to be displayed on the books leaderboard Yes No

CREATE SCHOOL

7- Create school and then create your Class, be sure to add the school name after it e.g. Ms. Pat's 1st Class, St. Sal's NS, Lucan

8- Complete the registration, I will activate your page within 24 hrs

ADDING EXTRA CLASSES

- 1. Once your registration has been verified by us your colleagues can then attach each of their classes on to the school. Each teacher signs up using their own email address for each class.**
- 2. Each teacher who wants to add their class will follow the same registration procedure if they are new they hit register and complete their registrations, if they are also a returning teacher they will follow the same steps as you – log in then hit register.**

GETTING YOR STUDENTS INVOLVED

- 1. Once the school and all classes have been set up you can then let your students and their parents know. (Email/WhatsApp group/word of mouth)**
- 2. For safety, parents must register their children. (See How to Register My Child in the Resources Section)**
- 3. The easiest way for parents to register and join the school group is to give them the school roll number, this limits the chances of them joining the wrong school.**
- 4. We suggest a WhatsApp/Email message to the parents letting them know that the school are taking part in the MS Readathon and that if**

they would like their children to be involved, they can find out how on the website (Parents Resources) and give them the school roll number.