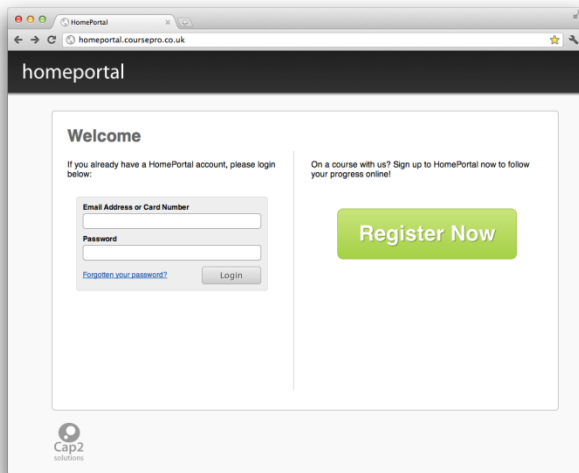
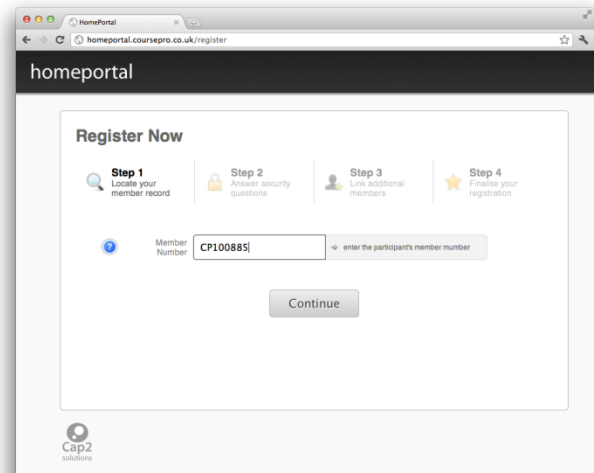


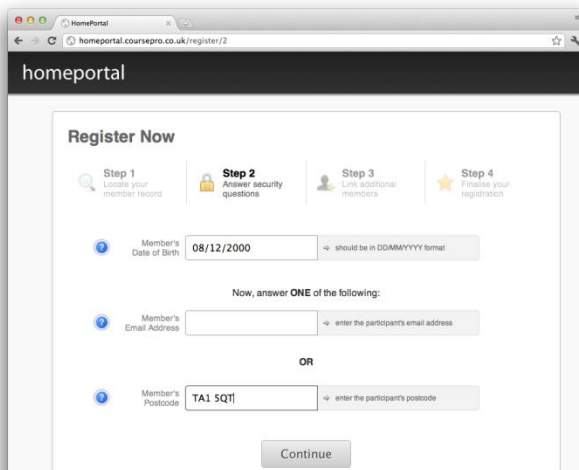
Home Portal Registration Guide



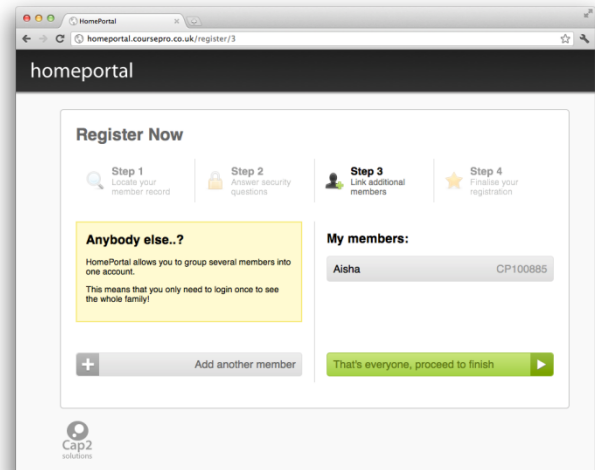
To register please click the 'Register Now' Button



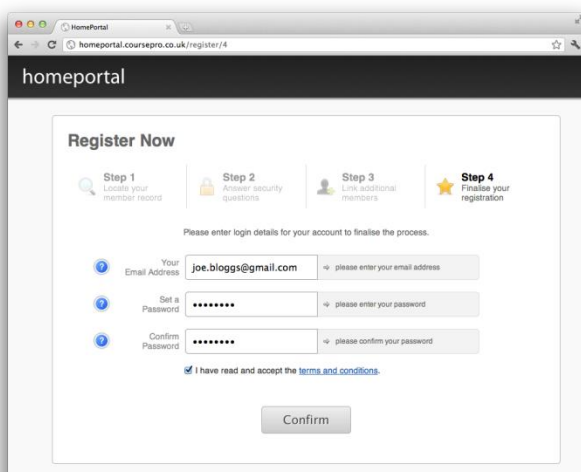
To register please click the 'Register Now' Button Enter your one time member number



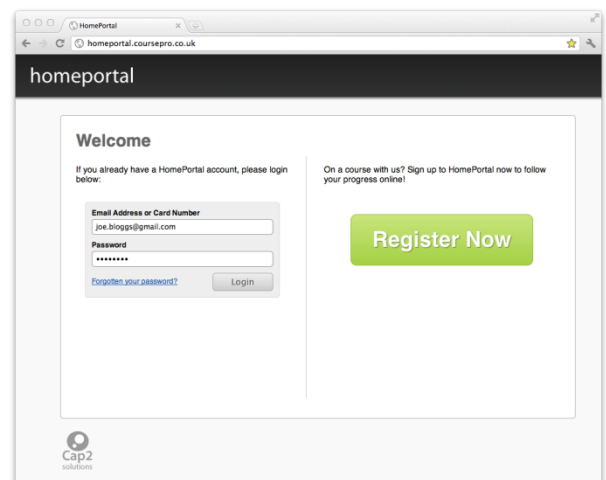
Enter member Date of Birth & either member registered email or postcode



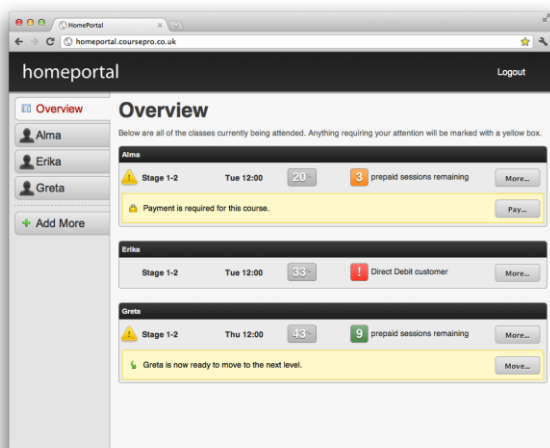
Click 'Add another member' to register another child to account. Proceed to finish when done.



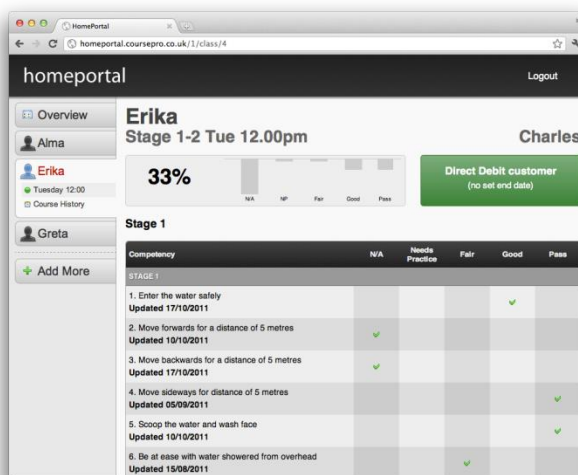
Customer sent confirmation link. When you click the link your account is activated.



After registering to login type in your registered email address and password and click the login button.



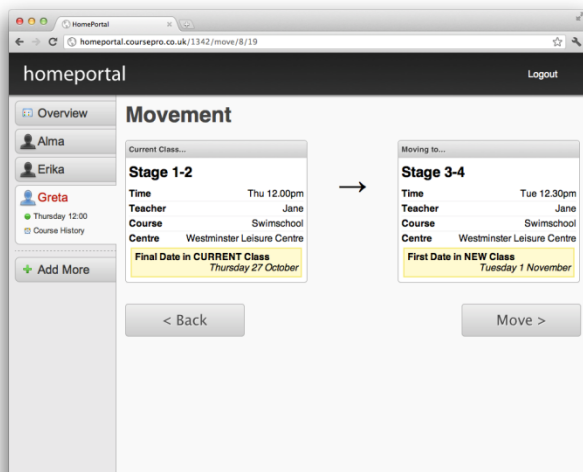
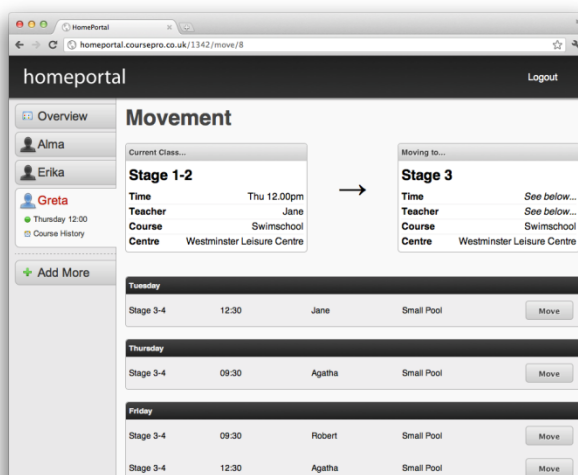
On login you will see an overview of your child's accounts. This will display if they are marked for movement or if there are any issues with your account.



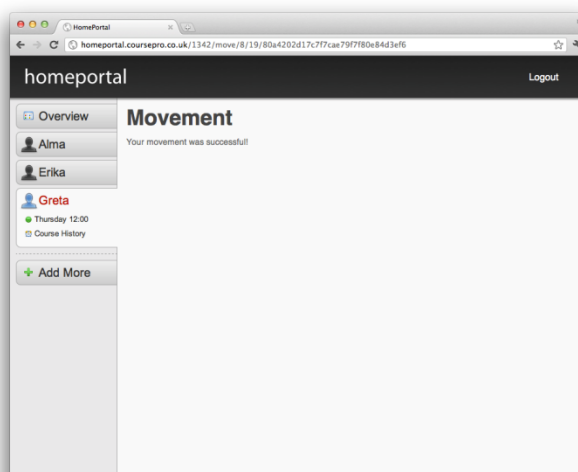
Click on each child/member to see full details of how they are progressing through program.



When your child is ready to move a message will appear on the overview tab, to move just click the 'Move' button. You should now see a list of all available classes to move into to click the 'Move' button again to move to the one you want.



You will be shown the end date off current lessons and a start date for the new class. To confirm click the 'Move' button.



Once completed a confirmation message will appear.

For any questions or further information on registering for home portal please contact 01292 269793.