

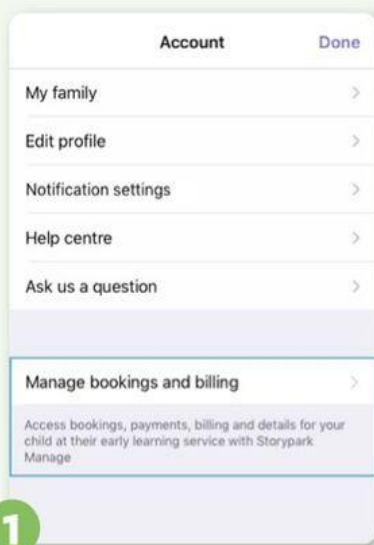
Information for parents

Dear Parents and Guardians,

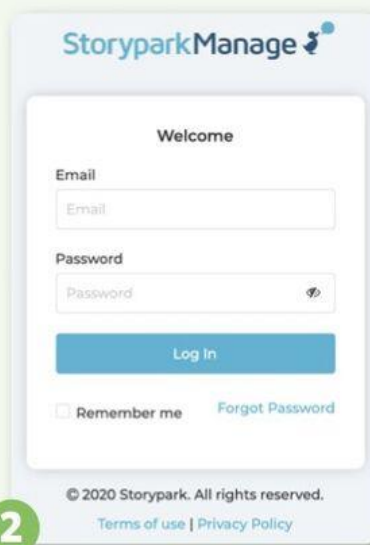
Welcome to Storypark Manage, where you can see not only your child's learning and development throughout the day, but also manage your CCS, booking and billings all in the one app!

To ensure that you get the best experience out of Storypark Manage, we have prepared the following short guides to help you get started on the new system.

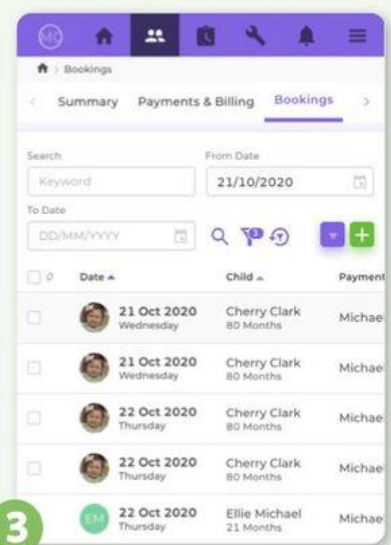
Let's Get Started — Getting onto the system is easy



1 Your service will send you an email to Create your [Storypark Manage Account](#).



2 If you aren't already using Storypark, your service will also send you an invitation to connect to your child's Storypark profile. Accept the invitation to your child's Storypark profile, download the Storypark for Families app and login – [Android](#) | [iOS](#).



3 Once you're connected with Storypark Manage via the Storypark Families app, tap the "Manage bookings and billing" tab in your app's Account page to access the Storypark Manage Guardian Portal.

Next Steps

Complete your data, set up Direct Debit and assign permissions

1. Setup your [Kiosk Pin](#) for signing in & out
2. Setup your [direct debit](#) so your payments are processed
3. Manage your [child's Information](#)
4. Manage your [contact information](#)
5. Accept the [service declarations](#)
6. Review your child's enrolment information in the [Guardian Portal](#)

Day to Day

Sign in and out, manage bookings and view invoices

1. How to sign your child [in and out](#) of the kiosk
2. Viewing [Statements and Invoices](#)
3. Request [Bookings](#)
4. Add a [Nominee](#)

Thank you for taking the time to familiarise yourself with the new system, we hope you love it!

The team at Storypark.