



15 July 2022

Dear Parent/Carer,

Introducing Satchel One

We are excited to be launching the “Satchel One” platform to improve our parental communication and give you greater visibility into the homework we set. We also hope it will improve your child’s organization, time-management and ability to keep on top of their workload. In addition to homework, we will be using this system to communicate timetable information, on track points, behaviour points, detention details, school announcements and important documents such as your child’s report, allowing you to provide the necessary support for your child. Satchel One will eventually replace the “SIMS Parent App” which we will gradually phase out.

We will be officially launching Satchel One at the beginning of the new term in September and your child is receiving instructions this week on how to log in to their student account. Satchel One can be accessed via a website browser or through an app (which can be found on Apple’s App Store or Google Play).

Please create your parent account; your child has been given a printout with a code that you should use to sign into either the website or the app.

This code will expire after the date specified on your print-out and can be used to create up to 5 parent/guardian accounts. After logging in for the first time, you will be asked to provide an email address and password that can be used as your login for Satchel One from then on. These details will also work on the Satchel One mobile App.



Getting started is simple:

1. Go to <https://rooksheath.satchelone.com/school/home> or open the Satchel One mobile app
2. Click on the *Parent* tab and select *I don't have an account yet*
3. If prompted, search for **Rooks Heath School**
4. Enter your email address and the code provided on the printout
5. Follow the on-screen instructions
6. If you already have an account, go to the *Edit Profile* section of your account and enter this code into the box to link your existing account to this student

For any further queries about how Rooks Heath School will be using Satchel One, please contact myself, Mrs Hyde. For any technical support please visit the help centre help.satchelone.com. If you wish to know more about the system and how it works, please visit <https://www.teamsatchel.com/welcome-pack/welcome.html>

Yours faithfully,

Mrs L Hyde
Assistant Headteacher
Digital Technology & Innovation