



The flexischools app currently used to place canteen and uniform orders will now also be our communication app. You will be able to:

- receive instant notifications regarding whole school events
- receive specific information relating to a roll class or group e.g. individual PSSA team, dance group.
- send absence notes via the app

## GET STARTED

### Step 1: Download the App

Download the Flexischools App from the App Store or Google Play.

Note: for iPhone and iPad select 'Allow' notifications.



### Step 2: Add your School and Group/s

Click on the search icon and search for 'Wheeler Heights Public School'

Ensure when you add the communication groups you choose for each child:

- Scholastic Year
- Roll class
- Each extra curricula group e.g. senior dance

If your child is in a PSSA team, choose the individual team e.g. 'girls cricket' AND the group titled 'PSSA'. The individual team group will have specific information regarding that team only, the PSSA group will give information regarding cancelled games/wet weather.

### Step 3: Select NEWSFEED

### Step 4: Add your Flexischools Account

Click the 'Order Now' button located in the bottom right hand corner of the App. This will open up a login screen.

- Already a Flexischools User – enter your details and login.
- New to Flexischools User – Click 'Register', enter your email address and follow the instructions in the email.



### To place an order with canteen or uniform shop

Click on the 'Order Now' button located in the bottom right hand menu of the App.

- Select the items you wish to order.
- Select payment option and complete payment.

T/Office/Proformas/flexischoolsapp