

SENTRAL for Parents App



The Sentral for Parents app is now Hartwell Primary School's main method for communicating important information to our parents. The Sentral for Parents App also allows you to communicate your child's absence to the school quickly and easily, via your smart device.

Getting Started

To setup the Sentral for Parents app, please use these instructions:

1. Download the app. Depending on your device, visit either the Apple App Store, or the Google Play Store.
2. **Search** for **Hartwell Primary School** in the search box.
3. Tap **Next**.
4. Tap **Register** here.
5. Enter your details.
6. Tap **Create Account**. This process also creates a Sentral Parent Portal account. You can use the login details created here to access the app, and the Parent Portal.
7. You will receive a confirmation email.
8. Click the link in the confirmation email to verify your details.
9. Log in to the app.
10. Enter the **Access Key**, then tap **Add Key**. The Access Key can also be added at a later time via the **Manage Access Key(s)** menu, under **Settings**.

Note: An Access Key is a unique code provided by the school which identifies your child within the Sentral Parent Portal. The Access Key will be provided to you when your child becomes active in our school system, ie the day they commence school.

11. You will then see the **Home Screen**.
12. You're now ready to use the app.