

brightwheel Hello families!

Welcome to brightwheel, a window into your child's day

What you can expect as a parent using brightwheel

- ✓ Greater visibility into your child's day with photos, videos and progress updates
- ✓ Efficient communication with your child's program
- ✓ Convenient online tuition payments and easy access to your statements



"My son just started daycare and I was so nervous, but being able to see the pictures and different notes about him from the teacher and being able to message them back gives me peace of mind. I love it!"

Key steps to get set up and start using brightwheel

Tip: Click on the colored steps below to open a resource for more info!

1

Via brightwheel Invitation, Create Your Account and Child's Profile

- ☐ Enter /confirm your check-in code, mobile number, email, etc. via [PARENT Profile]
- ☐ Add your child's photo, birthday, and Approved Pickups/Emergency Contacts via [STUDENT Profile]
- ☐ Enable notifications via the brightwheel app and your device for the app

2

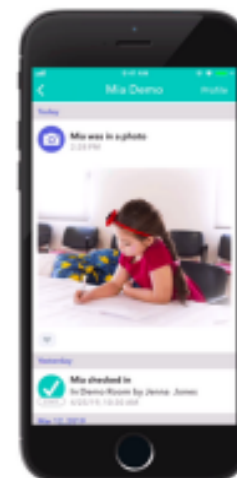
Start Using brightwheel Daily

- ☐ Send your child's teacher a message to say "hello!" and tell them about your child
- ☐ Sign your child in at drop-off using your check-in code
- ☐ Keep up with your child's day by checking the daily feed

3

Set Up Online Tuition Payments

- ☐ Review the "Billing Overview for Parents and Payers"
- ☐ Enter your payment methods
- ☐ Set up autopay



Looking for additional support?

- Families can reach the brightwheel support team at support@mybrightwheel.com
- Check out the "brightwheel Parent's Guide" YouTube playlist [HERE](#) for more helpful tips



Montessori School
of Brentwood

Welcome to Brightwheel!

Brightwheel provides you and the school simple ways to:

- Enroll Your Child in School Programs
- Manage Your Child's Information
- Receive Communication from the School
- Pay Your Tuition & Fees from Your Phone, Access Payment History, and Get Tax Statements

SETTING UP YOUR BRIGHTWHEEL ACCOUNT

1

- Click the link you will receive through the email provided.
- If you don't already have an account please sign up.



This provider is using brightwheel to manage forms. Please sign in or create an account to start this form.

Sign in

Username (Email or Phone Number) *

Password *

By logging in, I agree to the [Terms of Service](#)

Sign in

[Don't have an account?](#)

Sign up

First name

Last name

Username (Email or Phone Number)

Password

Confirm Password

By creating an account, I agree to the [Terms of Service](#)

Get Started

[Back](#)

2

- You will now see the "New Students Application"
- Please enter the students' name.
- Press continue.

*New Students Applications 2024-25

Add a student to begin

First Name *

Enter first name...

Last Name *

Enter last name...

Continue

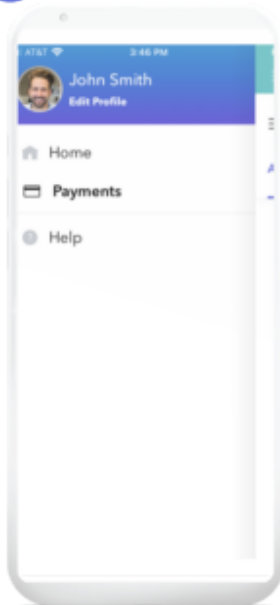
3

- Complete and submit enrollment application

4

Billing Setup Instructions

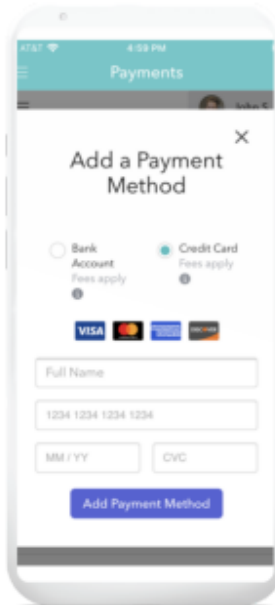
1



Add a payment method

Navigate to the "Payments" section. Under the "Payment Settings" tab, click the "Add" button.

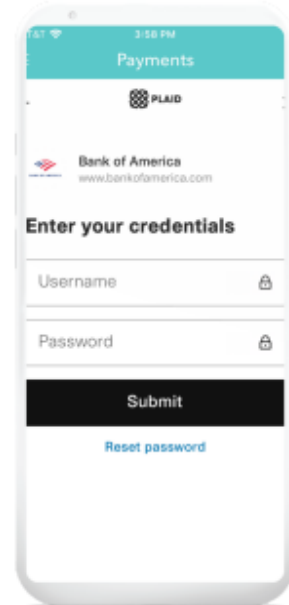
2



Select payment type

Depending on your center, you can select bank account or credit/debit card. To see processing fees, click on the .

3



Enter your information

This will connect you to your bank's log in page (not visible by brightwheel or your center). If you don't see your institution you can verify your account manually using micro deposits.

4

Enroll in autopay

In the "Autopay Setting" section under your saved payment methods, you can select to enroll one payment method in autopay by selecting it from the drop down menu and clicking "Enroll." This is optional, unless autopay is required by your center.

