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

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
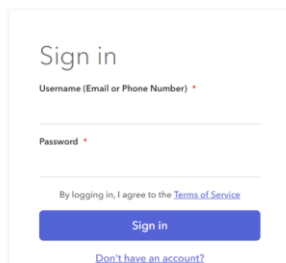● Pay Your Tuition & Fees from Your Phone, Access Payment History, and Get Tax Statements

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.
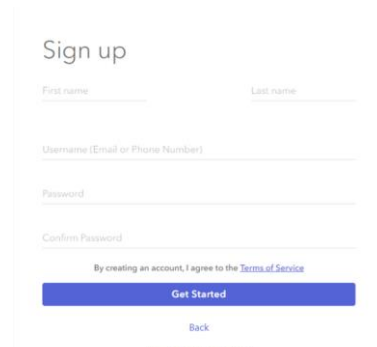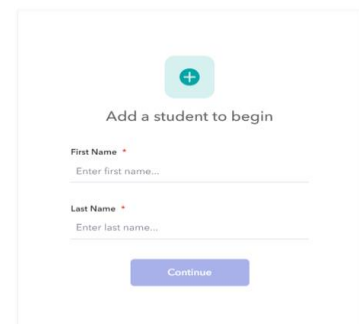
2
- You will now see the "New Students Application"
- Please enter the students' name.
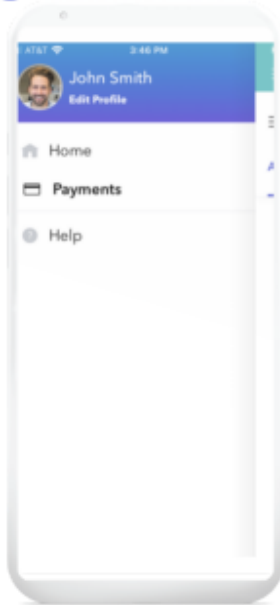- Press continue.

3
- Complete and submit enrollment application
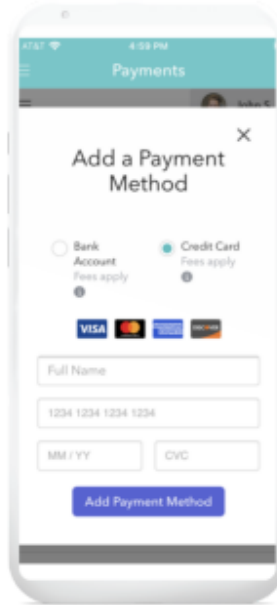
4

- Billing Setup Instructions

1

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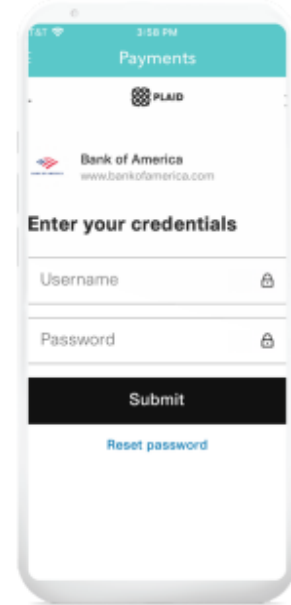Navigate to the "Payments" section. Under the "Payment Settings" tab, click the "Add" button.

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.