HOW TO SET UP A SQUID ACCOUNT

In order to set up a sQuid account for your daughter you will need a letter from the school containing a 16 digit registration number and a 3 digit security code.

Once you have this letter you will need to follow the instructions below:

1. Go to <u>www.portal.squidcard.com</u> and click on "Create a customer account"



2. You will need to enter your personal details on the screen shown below. You will need to create a password and select a security question from the list provided, and enter your answer. Then, click on the Register button to complete your registration.

Registration – create a sQuid account

Please select a Title*	~
First Name*	
Last Name*	
E-mail Address (this will be your sQuid account username)*	
Confirm E-mail Address*	
Password*	
Confirm Password*	
Please select a security question*	\sim
Security answer*	
Confirm Security answer*	

Security Check



Contact Permission

I would like to receive email marketing communications from sQuid.



I would like to receive email marketing communications from sQuid that promote third party organisations.



You can withdraw consent at any time by clicking the unsubscribe link in any marketing email that you receive from us. You may also wish to read our <u>Privacy Policy</u> that provides further information about how we use personal data.

Terms & Conditions

By clicking Register, you are agreeing to the <u>Terms & Conditions</u> set out by this site.



3. Once your sQuid account is registered, you will receive an email from sQuid containing an activation link. Click on the activation link which will take you back to sQuid where you will be asked to complete some additional details. These will include the 16 digit registration number and 3 digit security code that are shown on your letter from the school. You can also assign an easy to remember display name, this is useful if you have more than one child at the school as accounts can be linked.