



LADDERS AT HOME

# Getting Started Part 1 of 2

## How to set up your Ladders at Home



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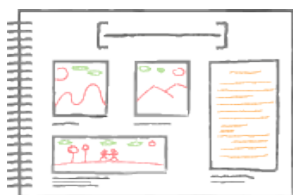
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## Welcome to Ladders at Home



Ladders at Home is the parent portal for Learning Ladders. Schools can choose to share pupil progress with parents, across the curriculum that your school has created, and choose to share any pictures that have been uploaded of classwork.

Our expert teachers write articles, across a range of topics, explaining techniques and concepts to help parents confidently support their child at home.



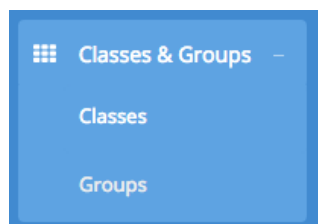
These articles link directly to their child's Learning Ladders so parents can support them with the topics they have been working on at school.

## First Steps

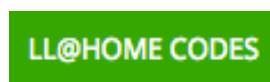
### 1) Access Codes

The first step when setting up your Ladders at Home is to download your school's access codes for your parents. Each parent requires a School Access Code and a Child ID code to register.

To download your codes, log in to your Learning Ladders (through your admin log in) and go to Classes & Groups > Classes:



Then select the class whose codes you want to download and select LL@Home Codes:



This will download your codes as a pdf for you to give to parents (example below):



## 2) Ladders at Home Training

We recommend joining one of our Ladders at Home webinars so you can see all that the site has to offer your parents.

You can join a Ladders at Home webinar in the Members Only section here:  
<https://www.learningladders.info/connect/learning-ladders-events/>

In our webinars, we demo the different ways parents can see their child's assessments and evidence/portfolio. We will also demonstrate the extensive resource bank parents have access to.

## 3) Demo Ladders at Home

We have a demo site that schools can use to get a feel for how Ladders at Home works. The password for this site is changed monthly so get in touch with Hannah Aldridge, the Ladders at Home Product Manager for this information:  
[hannaha@learningladders.info](mailto:hannaha@learningladders.info).

## 4) Process Payment

If you haven't done so already, please process your payment. Your account may be suspended if payment isn't received within 14 days.

## 5) Share Settings

As of May 2016, schools can choose what they share with parents.

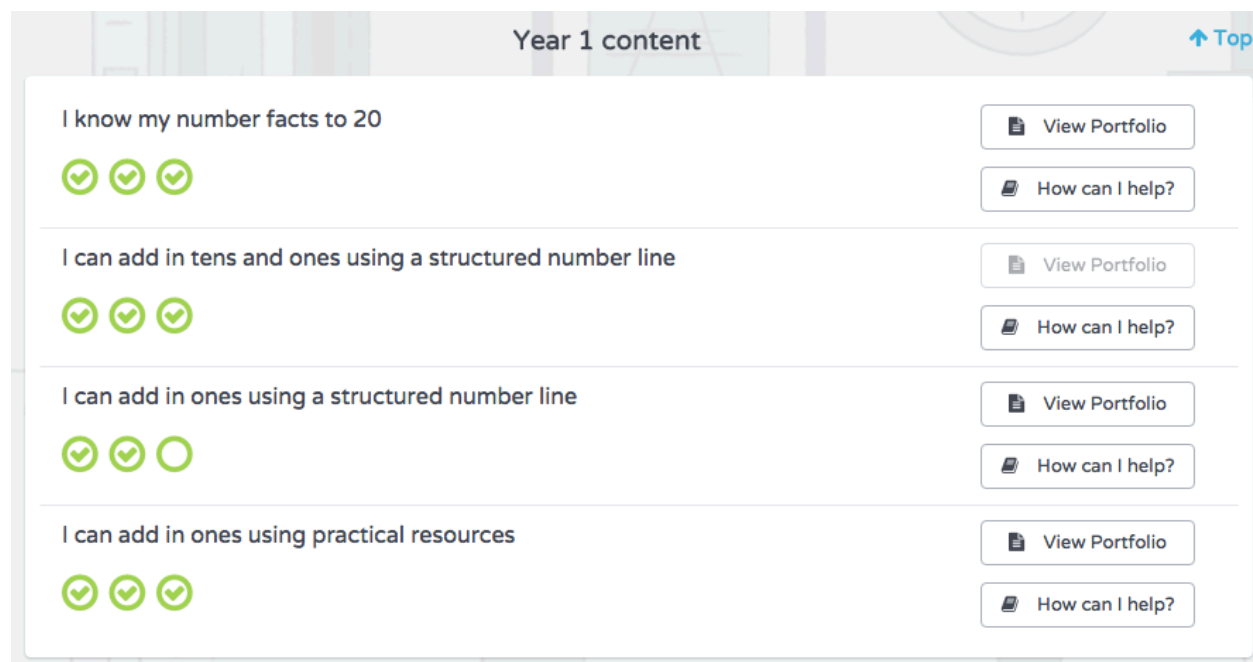
### Scenario 1 – school wishes to share:

- ✓ Ladders/rungs
- ✓ Resources
- ✓ Assessments
- ✓ Evidence/portfolio

Please note: this is the default setting in Learning Ladders

In your Learning Ladders account (as Admin only) go to: School Admin > Settings > Ladders at Home tab > tick Share Assessments & Evidence > Save.

Example of what parents will see in Ladders at Home:



The screenshot displays a section titled "Year 1 content" with a "Top" link. It lists four learning objectives, each with three green checkmarks indicating progress and two buttons: "View Portfolio" and "How can I help?".

Learning Objective	Progress	View Portfolio	How can I help?
I know my number facts to 20	✓ ✓ ✓	View Portfolio	How can I help?
I can add in tens and ones using a structured number line	✓ ✓ ✓	View Portfolio	How can I help?
I can add in ones using a structured number line	✓ ✓ ○	View Portfolio	How can I help?
I can add in ones using practical resources	✓ ✓ ✓	View Portfolio	How can I help?

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## Scenario 2 – school wishes to share:

- ✓ Ladders/rungs
- ✓ Resources
- x Assessments
- x Evidence/portfolio

If you would prefer not to share assessments and evidence/portfolio with parents, log into your Learning Ladders account (as Admin only) and go to: School Admin > Settings > Ladders at Home tab > untick Share Assessments & Evidence > Save.

Please bear in mind, if you have already shared Ladders at Home with your parents, they will already see their child's assessments and evidence so we would not recommend unticking this box as it will remove them.

Example of what parents will see in Ladders at Home:

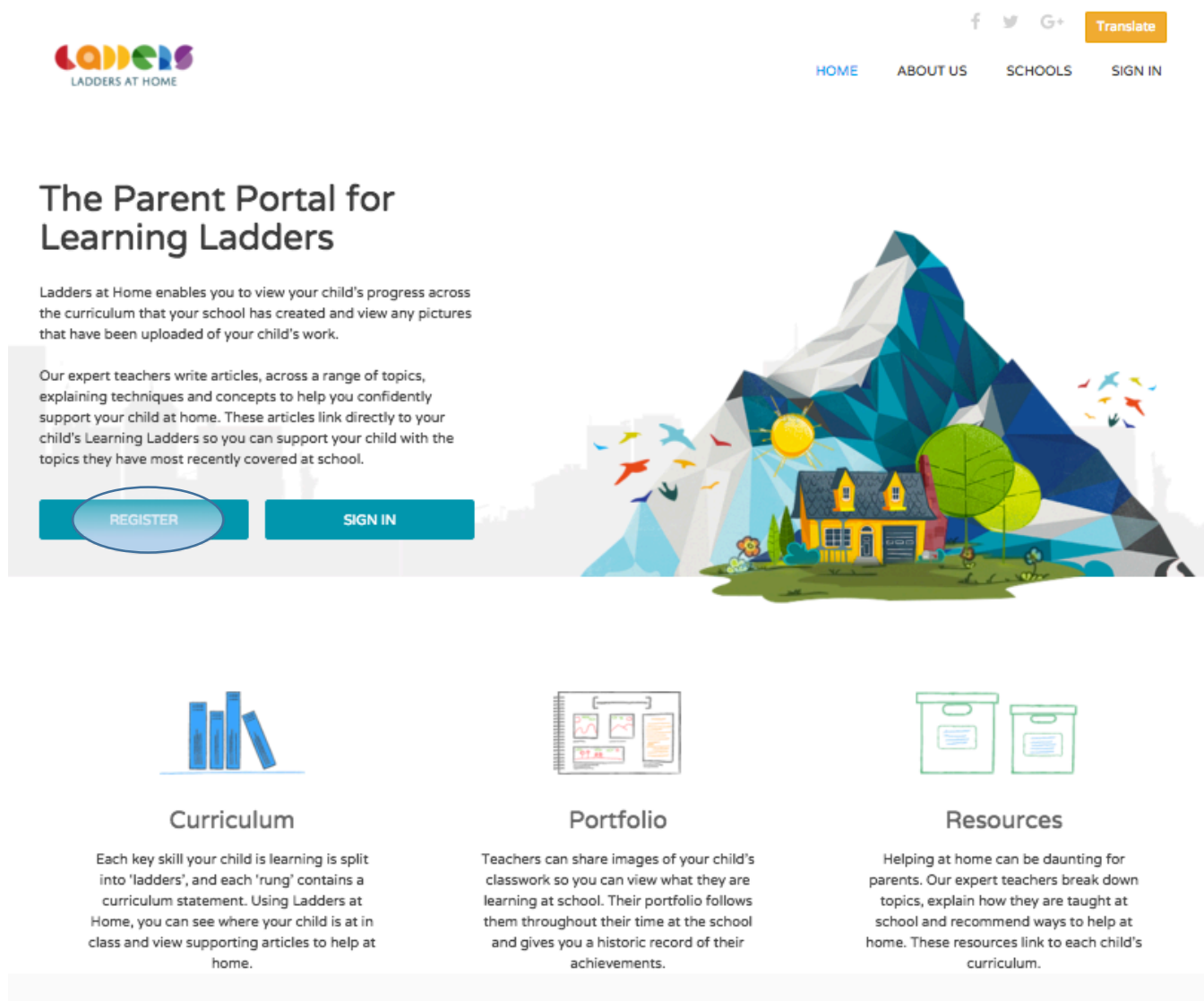


Year 1 content		↑ Top
I know my number facts to 20	 How can I help?	
I can add in tens and ones using a structured number line	 How can I help?	
I can add in ones using a structured number line	 How can I help?	
I can add in ones using practical resources	 How can I help?	

Schools have the option to start with scenario 2 and choose to enable sharing of assessments and evidence/portfolio later if they wish.

## How Parents Register

1) Parents need to go to [www.laddersathome.co.uk](http://www.laddersathome.co.uk) and click 'Register'.



The screenshot shows the Ladders at Home website homepage. At the top, there is a navigation bar with the Ladders at Home logo on the left, social media icons (Facebook, Twitter, Google+) and a 'Translate' button on the right, and a menu with 'HOME', 'ABOUT US', 'SCHOOLS', and 'SIGN IN' in the center. Below the navigation bar, the main heading reads 'The Parent Portal for Learning Ladders'. A subheading states: 'Ladders at Home enables you to view your child's progress across the curriculum that your school has created and view any pictures that have been uploaded of your child's work.' Below this, a paragraph explains: 'Our expert teachers write articles, across a range of topics, explaining techniques and concepts to help you confidently support your child at home. These articles link directly to your child's Learning Ladders so you can support your child with the topics they have most recently covered at school.' At the bottom of this section are two buttons: 'REGISTER' and 'SIGN IN'. To the right of the text is a large, colorful illustration of a stylized mountain, a sun, a house, and various birds. Below the main content area, there are three columns, each with an icon and a title: 'Curriculum' (book icon), 'Portfolio' (portfolio icon), and 'Resources' (storage boxes icon). Each column contains a brief description of the feature.

**Curriculum**

Each key skill your child is learning is split into 'ladders', and each 'rung' contains a curriculum statement. Using Ladders at Home, you can see where your child is at in class and view supporting articles to help at home.

**Portfolio**


Teachers can share images of your child's classwork so you can view what they are learning at school. Their portfolio follows them throughout their time at the school and gives you a historic record of their achievements.

**Resources**

Helping at home can be daunting for parents. Our expert teachers break down topics, explain how they are taught at school and recommend ways to help at home. These resources link to each child's curriculum.



- 2) Then, enter their details including their 'School Access Code' (provided by the school – see First Steps, Access Codes on page 4), and click 'Create my account now'.

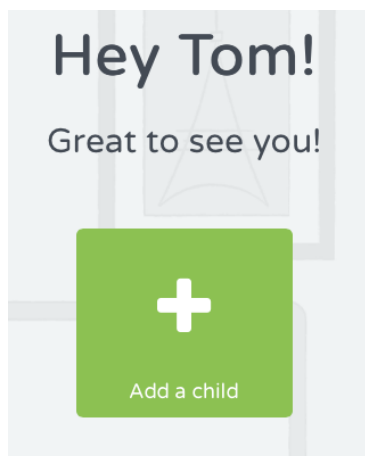
First name *	Last name *
<input type="text" value="Your first name"/>	<input type="text" value="Your first name"/>
Email address *	School Access Code * 
<input type="text" value="Your Email address"/>	<input type="text" value="Example: A28HK2B79J2"/>
Password *	Confirm Password *
<input type="password" value="Choose a password"/>	<input type="password" value="Just to make sure"/>

☐ I agree to the [Terms and Conditions](#)

[I have an account!](#)

- 3) Parents will then be sent a verification email. Once they click the link they are ready to log in!
- If parents have trouble verifying their email address they can email [help@laddersathome.co.uk](mailto:help@laddersathome.co.uk).
- 4) When logging in for the first time, parents have the option to save their mobile phone number. This is in preparation for future notification features...watch this space!

- 5) Once logged in, parents will see the home page which is where they will add their child(ren):



- 6) Once parents have clicked 'Add a child', they will be prompted to enter their child's first name and Child ID (as they appear on their access codes slip).
- If the access code does not work, please check it is being entered exactly as it is shown on the slip, including capital letters where appropriate.

Add a new child

×

Child's first name

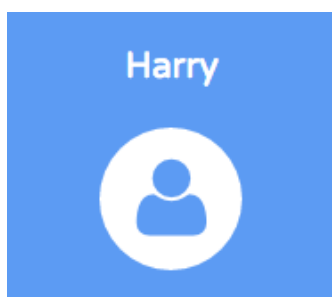
Child ID ?

Add child

# User Guide

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- 7) Once a child has been added, they will appear in the home page.
- To add another child, parents should simply follow steps 5 and 6 again.



Using Ladders at Home continued in Part 2...

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