



Parro Guide – Parents / Guardians

Installation and Login

You can use Parro on any device and any platform. It is available as an app and as a website. You may use both at the same time.

- Installation:
 - Phone or tablet: download the free Parro app (App Store or Google Play Store)
 - PC or laptop: go to <https://talk.parro.com> (preferably in Chrome) and add it as a shortcut to your Start menu or desktop if desired.
- Logging in:
 - Your child's teacher grants you access. You will receive an email with a unique link code for your child that allows you to create an account via the app or the website <https://talk.parro.com>.
 - After entering the code in the app or on the website, you will receive a welcome email in which you must confirm your email address once more (for security reasons).
 - You can now use Parro.

Using Parro

Parro has the following options:

- **Tab 1: Groups**

Here you will receive news and announcements, possibly with photos, on different levels:

 - News from the class
 - News from the organization

Depending on the message, you can respond with a 'Like' (the smiley). NOTE: For privacy reasons, we kindly ask you not to share images from Parro (e.g., via social media)!
- **Tab 2: Calendar**

For parent meetings, you will receive an invitation in Parro. You can then directly register for one of the available time slots.

You may also be asked to help with various class or school activities. Sometimes you must indicate whether or not you will be present.
- **Tab 3: Messages**

If you have a message or question for the teacher, use the 'Messages' option. This may range from reporting illness to a short educational question. Behind the teacher's name, you can see when the teacher is available.

 - Click on the teacher's name and start the conversation.
 - If the name is not listed yet: click the +, find the desired person, and start the conversation.
 - If desired, you can add an attachment: click the paperclip.

- **Tab 4: Settings**

- Profile: here you can set and adjust your preferences, including your name and password, a photo of your child, and your privacy preferences.
- Notifications: here you can indicate whether and when you want to receive Parro notifications in your email. This is optional.
- Parro support: here you will find answers to frequently asked Parro questions.

Set your privacy preferences as follows:

- Go to tab 4: 'Settings'
- Tap 'Profile' and scroll to the heading 'My children'
- Click the dots behind your child's name, then click 'Privacy preferences'
- Indicate per item whether you give permission, then click 'Save'
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Help and support

If, despite this manual, you still experience problems using Parro, we are happy to help you in the following ways:

- Use the Parro helpdesk, where you can find answers to most questions. This is located under tab 4 'Settings' → 'Parro support'. You can also find it at <https://www.parnassys.nl/service/support/hulp-ouders>
- Neem contact op met de leerkracht van uw kind, zodat deze de vraag kan beantwoorden of doorgeven aan onze afdeling ICT: zij nemen vervolgens weer contact met u op