



How to Sign Up a School for Achieve Well Challenges

This guide shows the steps to navigate to the school sign-up page, enter the required details, and confirm the school registration.

1 Navigate to achievethechallenges.co.uk

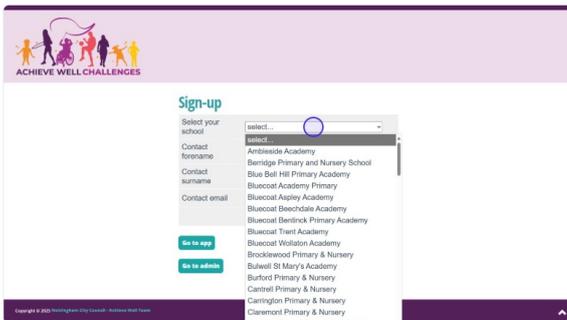
[Achieve Well Challenges](https://achievethechallenges.co.uk)

2 Start School Sign-up



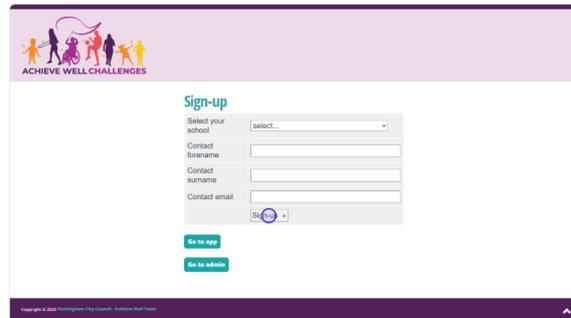
On the Achieve Well Challenges landing page, click the 'School sign-up' button.

3 Select Your School



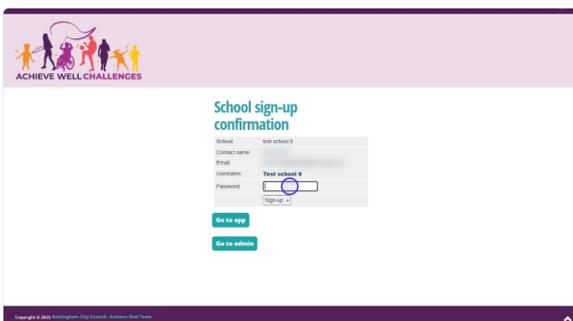
In the sign-up form, click the dropdown menu labeled 'Select your school' and choose your school from the list that appears.

4 Enter Challenge lead Contact Information



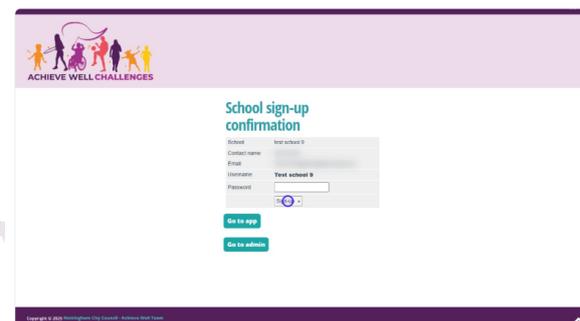
After selecting the school, input the contact person's first name, last name, and email address into the respective fields. Then click on sign up to progress to the next stage.

5 Set Up Username and Password



On the school sign-up confirmation page, enter your desired username and a strong password (must contain at least one number, one uppercase and one lowercase letter, and be 8 or more characters long) in the provided fields. Please note when logging in that you will need the **password** and the **Username**. This will be the same password for both the school/class login and the admin portal.

6 Confirm School Sign-up



Review the displayed school and contact details, and then click the 'Sign-up' button to complete the registration process. Please ensure you make a record of the the username and password.

