Changing or adding a new school to your Reading Schools account

How to change or add a school to your Reading Schools account

- Go to the Reading Schools website
- Click on the ‘Log in’ link in the top right corner of the screen
• Fill in your Email address and password, then click on the Log in button at the bottom left of the page
• Click on ‘New application’

Welcome Helen Symington

Your dashboard is where you can start a new Reading Schools application or access any previous applications.

You can be a contact and work on more than one school’s Reading School application at the same time.

If you have saved or submitted an application for a Reading School, you will find this in the 'Your applications' section.

Signed in successfully.

Your applications

Abbeyhill Primary School
Core Level ❤️
Last updated: 27/09/21

New application +

• Click on ‘Change school’

New application

Select school

Want to select another school? Change school.

Continue ➔
Select your Local Authority, School type and School name, then click ‘Continue’

New application

Select school

Local authority
Edinburgh City

School type
Primary School

Can’t find your school on the list? Please get in touch with the Scottish Book Trust team.

Continue →
• If the school has an active account you will be told to contact the Head Teacher to ask for an invitation. Please see ‘Inviting others to your Reading Schools application’

• If this is the school’s first application you will be asked to select the accreditation level you wish to apply for, Core, Silver or Gold. Then click on ‘Start new application’
- Choose your role within your school and click on ‘Save and continue to application’ button

- You can now start your action plan. Click on ‘Edit’ beside Action Plan.

- See ‘Action Plan’ how to guide for instructions on how to fill in a submit your action plan.