



## Big Start Assemblies Membership Access for CofE schools:

We are delighted to offer you 12 months free access! We hope you enjoy using these resources within your school! **Please ensure that all the songs used are reported through your CCLI report.**

*With the move back to online learning, we are allowing CofE schools to share these resources with their pupils/guardians, as long as they are shared privately within your school network, such as through an online learning platform like Moodle or a private Google Drive.*

### How do you use your discount code?

#### 1. Sign up – Selecting your School Size

You will need to register your account in accordance with your specific school size.

For small CofE schools (*Up to 100 pupils*), register [here](#).

For 1 Form entry schools (*101-210 pupils*), register [here](#).

For 2 Form entry schools (*211-420 pupils*), register [here](#).

For 3 Form Entry + (*420+ pupils*), register [here](#).

#### 2. Complete Form

You will now be directed to an online form to complete all your relevant details. This will include providing details of your specific role within the school and any other relevant details.

A screenshot of the Big Start Assemblies registration form for 'Small School CofE'. The form is titled 'Small School CofE' and includes the following fields: 'First Name:', 'Last Name:', 'Username\*', 'Email\*', and 'Password\*'. A red circle highlights a 'Coupon Code:' field within a 'Personal or Commercial' section. The form also displays the price: 'Price: £84 for 1 year (price includes taxes)'. The top navigation bar includes links for Home, How it works, Features, Prices, Blog, Support, Sign Up, and Login.

Within this form, you will also find a field titled '**Coupon Code**'. You will need to add your unique diocesan code into this field. Your unique diocesan code is: **LONDON2424**

By applying your unique code, you will receive free access to our extensive library of resources.

Once you have completed this form, click the '**Sign up**' button.

### 3. Welcome Email

After completing this form, you will receive a welcome email providing you with your username details and link to log in into your account. You can change your password at any time by clicking '**Forgot password**'.

### 4. Adding Additional Staff Members to your Account

If you have additional staff members who would also like to access and use these resources within your school, you can add additional user accounts under your own main school account.

#### To do this:

1. You will need to log onto your BSA account.
2. After you log on, you will need to click on '**My account**' then '**Manage account**' and add a new user within your registered account. This will then enable the user to inherit the membership under your school account.
3. Once you click '**Add new user**', you will need to add a username for them, along with providing their email address and name.
4. Every user you add will be directly sent an email, providing them with a username and a link to set their own password.
5. Users will then need to click on this link create a password. They will then be directed to log onto their account and should now have full access to the library of resources.

### 5. Support

If you do encounter any problems or you have any questions, please do contact the BSA Help Desk on [info@bigstartassemblies.org](mailto:info@bigstartassemblies.org) and we will be happy to help you!

