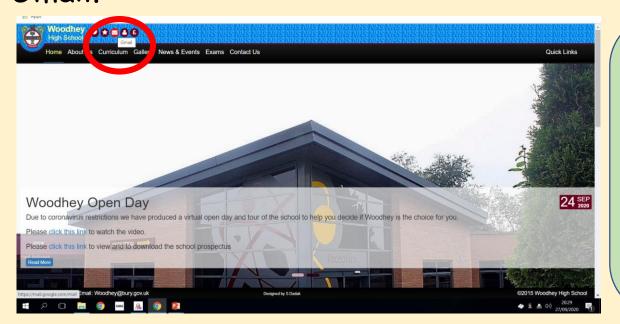


Woodhey High School



How do I access my school email?

- 1) Visit <u>www.woodhey.bury.sch.uk</u>
- 2) Click the 'Mail' badge at the top of the screen for Gmail.



If you have forgotten your password then ask your parent/ carer to email:

passwordreset@woodhey.bury.sch.uk



How do I access my school email?



3) Enter your email. Your email is the year you started at Woodhey (e.g. 2020 is '20') followed by the first 5 letters of your surname and then the first initial for your forename.

e.g 18smithk for Kevin Smith in Y9 (a made up name)

4) Then enter your password.

