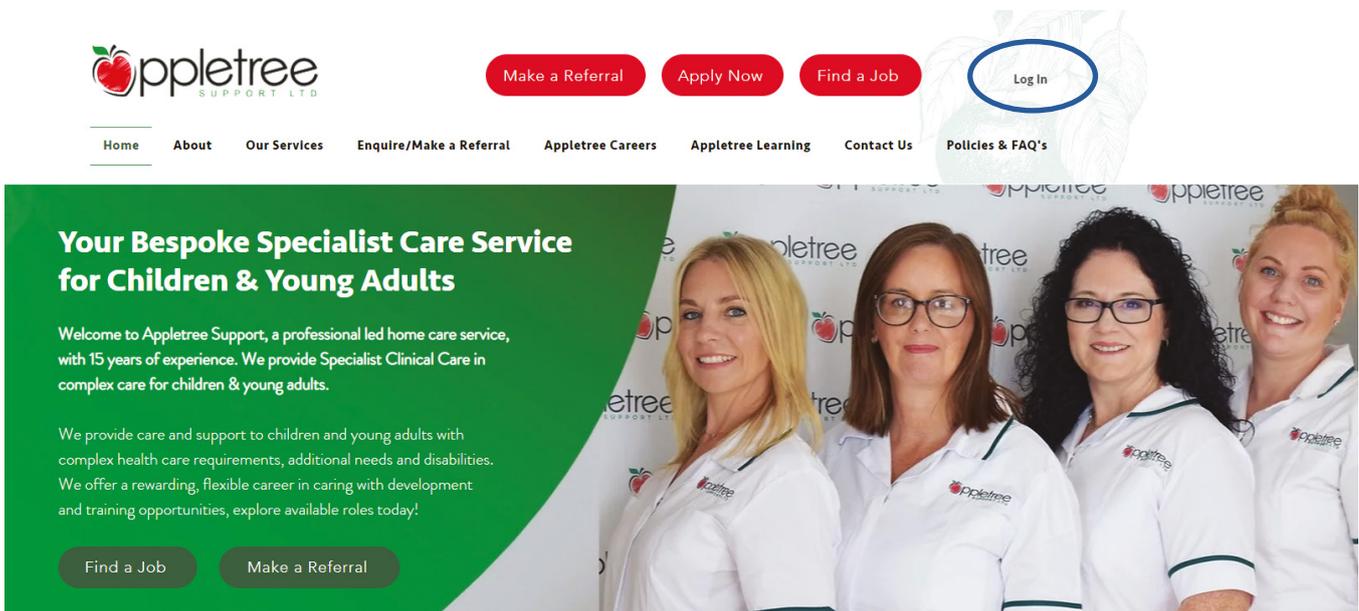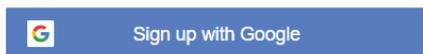# How to become an Appletree website member

1. Head over to our website www.appletreesupport.co.uk and click on the login button:

2. Sign up using your email address and password, you will need to await approval from appletree support for you membership. Any problems please contact hello@appletreesupport.co.uk
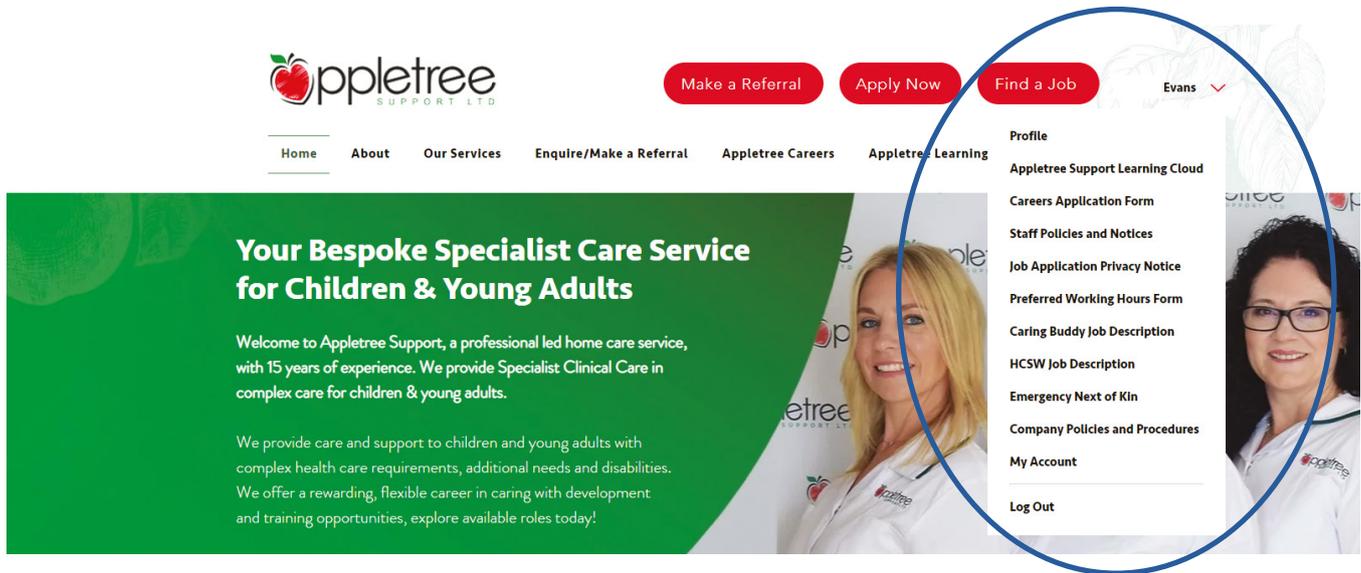

3. You will receive an email to say you have joined Appletree Support, please confirm your email address to complete the process. To login go to step one of this document and click login and fill in the boxes with your registered details.
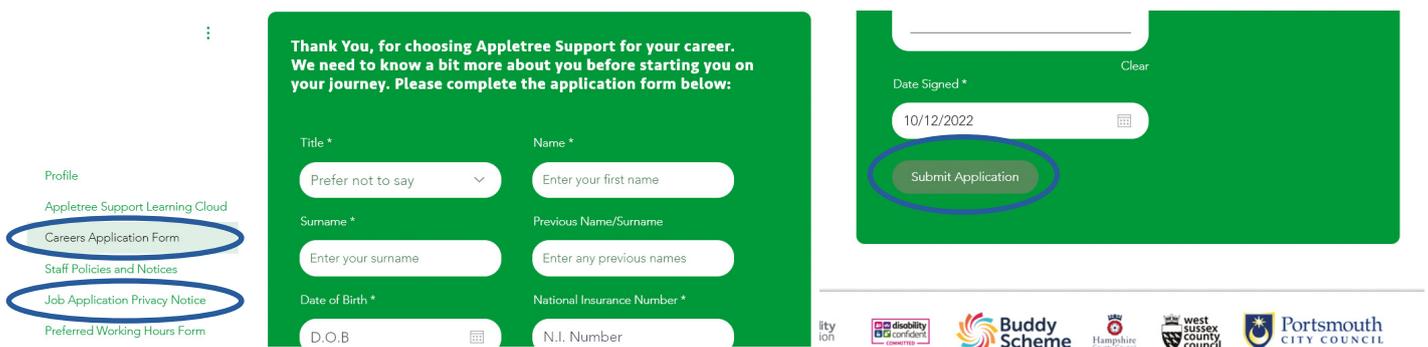
4. From your profile, you will see a menu choice of options available to you as a site member, some of these will be restricted depending on you membership type. Any access problems please contact: hello@appletreesupport.co.uk If you have forgotten your password please reset using the forgot password link on the login page of our website.

5. If you have been asked to complete a full application form as part of your job application, please complete the Careers Application Form. You must answer all questions and submit the form to complete the process. You will also need to complete the Job Application Privacy Notice as part of your application.

6. If you become a staff member you will gain full access to the member area, here you will need to familiarise yourself with all the content and policies. It is important you sign and complete all required Staff Policies and Notices as detailed in this section. You will also find all relevant training materials and working guidance/forms within the member area. We may remind you to complete tasks at times using wix (our website provider), please ensure you read any email notifications from wix.

Any access problems please contact: hello@appletreesupport.co.uk who may need to adjust your membership permissions.