



[Knowledgebase](#) > [For administrators](#) > [School Administrator](#) > [Rename a school](#)

Rename a school

Clara Hardarsson - 2026-04-30 - [School Administrator](#)

As an organisation or school administrator, you can change the name of your school(s) via the School Admin tool.

This is done as follows:

- Open the School Admin tool.
- Under Settings, click on **Contact details**.
- Click on **Edit**.
- Enter the new name and click on **Save**.

