



Our school is using ParentSquare!

Dear Parents & Guardians,

We are excited to let you know that this year we'll be using ParentSquare to communicate with you at the school, and in your classrooms and groups.

ParentSquare provides a simple and safe way for everyone at school to connect.

With ParentSquare you'll be able to:

- Receive all district, school and classroom communication via email, text, or app
- View the school and classroom calendar and RSVP for events
- Easily sign up to volunteer and/or bring items
- Securely receive report cards, IEPs and other important student documents

Activate your Account

You will soon receive an invitation email or text to join ParentSquare. Please click the link to activate your account. It takes less than a minute.

You can use ParentSquare on any device. You can download the free mobile app for iOS or Android or use the desktop version at www.parentsquare.com.

Our goal is for every family to join ParentSquare and engage with our school community. Please feel free to ask me any questions.

Thank you so much!

ParentSquare Tips for Parents & Guardians

1 **Activate Your Account**

Click the link in your activation email/text, or sign up on parentsquare.com or via the ParentSquare app.

2 **Download App**

It's easy to stay in the loop with the ParentSquare app. Download it now for iOS or Android devices.

3 **Set Preferences**

Click your name in the top right to set your notification and language preferences.

4 **Get Photos & Files**

Click 'Photos & Files' in sidebar to access pictures, forms, and documents that have been shared with you.

5 **Appreciate Posts**

Click 'Appreciate' in your email/app or website to thank a teacher or staff member for a post.

6 **Comment or Reply**

Click 'Comment' in app or website to privately ask a question about the post that your teacher or school sent.

7 **Participate**

Click 'Sign Ups & RSVPs' in the sidebar to see available opportunities. Click bell on top to check your commitments.

8 **Join a Group**

Click 'Groups' in the sidebar to join a group or committee at your school to participate or to stay up-to-date.

9 **Find People**

Click 'Directory' in the sidebar to find contact information for school staff.

10 **Get in Touch**

Click 'Messages' in the sidebar to privately get in touch with staff and teachers.