

**GEORGE WASHINGTON SCHOOL
270 WOODLAND AVENUE
WYCKOFF, NEW JERSEY 07481**

**Scott J. Blake
Principal
201-848-5740
sblake@wyckoffschools.org**

September 9, 2016

Dear Parents/Guardians,

Traditionally, on the first day of school you would receive several important documents and forms from your child's school. This year, we will be using our Genesis Parent Portal to share those documents and forms. By doing so, your responses will automatically be uploaded in our database. To prepare for this, we are asking that you log on to your Wyckoff Genesis Parent Portal account (<https://parents.wyckoffps.org>) this week to ensure that you have access. If you need to change your email address for the Genesis portal account, please send an email to the Genesis Helpdesk and include your name, child's name, school and grade. Also, please include the original email address that you used when you set up the parent portal. If you are a new family, you should have received an email from Genesis with a username and password. If you did not receive this email, please contact the Genesis HelpDesk. Genesis HelpDesk: genesis@wyckoffps.org

On Monday, September 12th, you will be able to access, fill in, and / or acknowledge:

DOCUMENTS

Code-of-Conduct
Internet Acceptable Use Agreement
Consent Form
Health Insurance / Medical Information

FORMS

Non-Escorted/Escorted Permission
2016-2017 Photo / Image Parent

While you are in the portal, we ask that you **review and update** the important contact information that we have on record for your family by clicking on the "Contacts" tab. Please be aware that the "Guardian 1" account holder is the only person able to update this information. **THIS CONTACT INFORMATION IS USED FOR EMERGENCY NOTIFICATIONS THROUGHOUT THE YEAR.**

Thank you for your prompt attention to the above matters.

Sincerely,

