



Checklist for Family Forms

DUE by August 14th

1. Online Web Forms

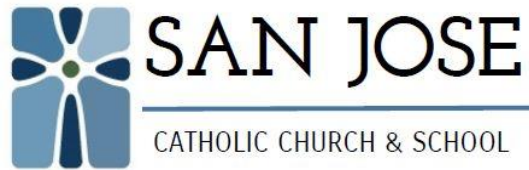
*located on your FACTS account

- ✓ Dismissal Form/P.M. Extended Care
- ✓ Emergency Contact List
- ✓ Student Pickup List

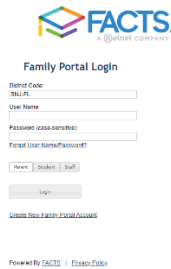
DUE on first day of school, August 19th

2. Paper Forms

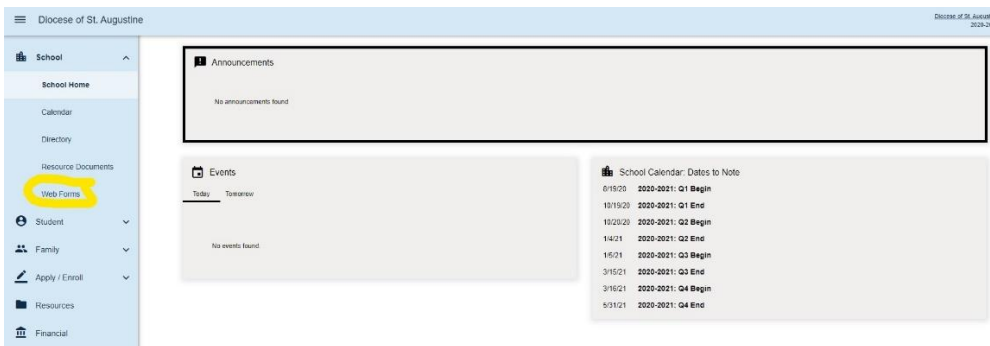
- ✓ COVID Waiver
- ✓ Internet Policy
- ✓ Photo Release



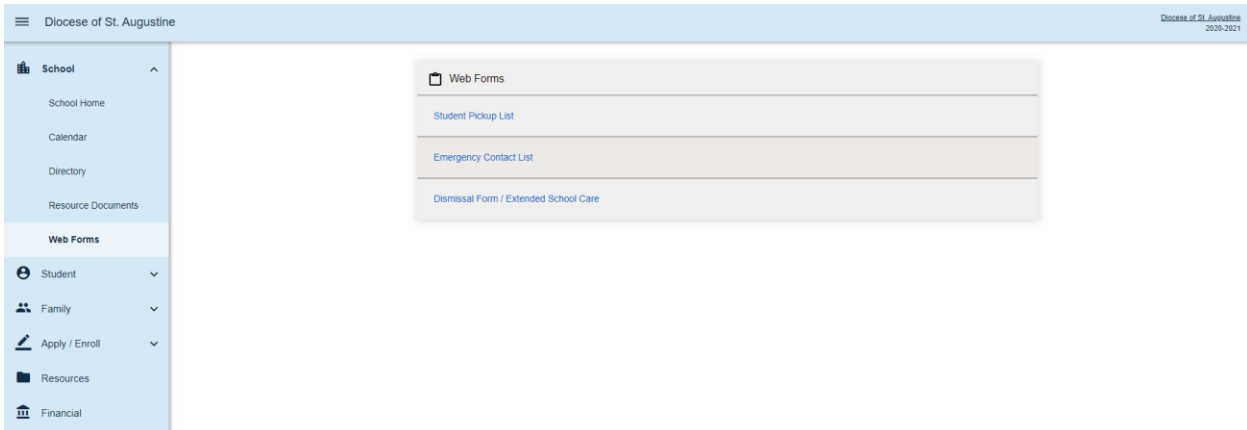
STEP 1: Login into FACTS Family Portal Login, <https://logins2.renweb.com/Logins/ParentsWeb-Login.aspx?>



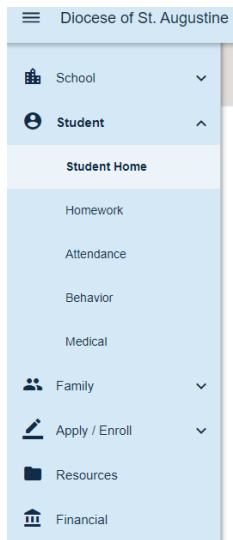
STEP 2: It should automatically default to the School Tab. Locate the Web Forms tab on the left side bar and click to open.



STEP 3: The Web Forms tab should open and list the available forms to complete. Click each form to open and remember to hit the SAVE button to submit updated information.



STEP 4: Click the Student tab on the left side bar to open a new menu.



STEP 5: Then locate the Medical tab and click to open. On this page, you will see the medical information that you entered during re-enrollment. If any of this information has changed, please notify the front office.

