



Online Returning Student Check-In for 2018-2019 School Year

Required for all Parents/Guardians of Current Kindergarten – 11th Grade Students

April 3, 2018

Dear Weld RE-1 Parents/Guardians:

Thank you for the opportunity to serve you and your child here in Weld RE-1. It is hard to believe that Spring Break has come and gone. In preparation for the 2018-2019 school year, parents/guardians of returning students (current K-11) will need to complete the Online Returning Student Check-In process. This helps schools plan for class sizes, staffing, and resources.

Here is what you need to know:

- Parents must have a Parent Portal Account (see next page for account information)
- Check-In must be done online via a computer, tablet, or cell phone
- Elementary and middle school online window for Check-In: April 16-May 4
- High school online window for Check-In: April 23-May 4

It is very important that all parents/guardians do Online Check-In. Your child's school MUST have your most recent and updated contact information. During the Online Check-In process, you will do these steps:

- 1) receive and acknowledge annual notices;
- 2) update/verify your contact information;
- 3) update/verify your emergency contacts for safety purposes; and
- 4) sign off on releases (field trips, notices, technology, etc.).

For all questions and concerns, including if you think you may need to use a school computer to do Online Check-In, please contact the front office staff at your child's school to make arrangements.

Thank you for your support,

Dr. Teresa Hernandez
Director of Student Services & Safety

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970-737-2403

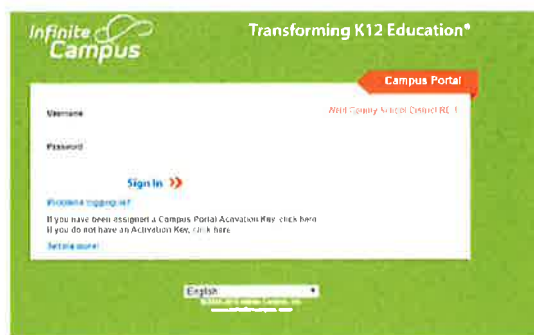


Accessing the Weld RE-1 Parent Portal

To be sure you are ready to complete Online Returning Student Check-In, **please be sure you have a working Parent Portal account.** *This is different than your child's student portal account.* Setting up an account can take as little as two minutes to complete.

The Online Check-In process must be done from a computer through the website or from a tablet or cell phone from the Infinite Campus App or website.

- ✓ **If you already have a Parent Portal account, sign in to verify your account is accessible:**
 - <https://centbocesco.infinitecampus.org/campus/portal/WeldRE1.jsp>
 - Once you confirm your account is working, you are ready to begin Check-In as early as April 16, 2018. Thank you!
- ✓ **If you are unable to sign into your Parent Portal account contact your school for a username and/or password reset.**
 - Once your account has been reset you will be ready to begin Check-In as early as April 16, 2018. Thank you!
- ✓ **If you do not have a parent portal account, please obtain access.**
 - Contact your child's school to request access. The school will give you your username and a temporary password.
 - Go to this link to set up your account:
<https://centbocesco.infinitecampus.org/campus/portal/WeldRE1.jsp>



- Or, download the Infinite Campus app to set up your account.

