



## **4 WAYS TO RECEIVE IMPORTANT INFORMATION AT PACIFIC SCHOOL**

### **1. REGISTER FOR THE PACIFIC SCHOOL WEBSITE:** [www.pacificschool.com](http://www.pacificschool.com)

Why? For the safety of our children, [pacificschool.com](http://pacificschool.com) does not have “instant registration”. For every registration request, we must cross check the e-mail request against our database prior to approval to ensure that everyone who is registered on our site is part of our Pacific family. Thus, there is a delay between when you apply for an account and when your account is approved.

Most of the website is open to the public. However the Manhattan Beach Police Department recommends that certain areas not be accessible to the public. We appreciate you registering at [pacificschool.com](http://pacificschool.com) and we will never share your email address with anyone.

How?

- Go to Pacific School’s home page at [www.pacificschool.com](http://www.pacificschool.com)
- Click on the REGISTER button to create a new account. Please note: If you have a previous account on this site you DO NOT need to re-register for an account. To access your previous account click on: LOGIN.
- Complete the registration form, all fields with an \* are required.
- You will receive an email from Pacific School’s Communication Team within one week advising you that your account has been activated with further instructions.

### **2. SUBSCRIBE TO YOUR TEACHER’S WEBPAGE** to get daily updates, homework & current classroom news. Please get information about how to do this from your teacher during back to school night in September.

**3. SIGN UP TO RECEIVE THE WEEKLY E-NEWSLETTER** (called the e-blast) sent each Monday starting in mid-August. You can register other family members and caregivers to receive the e-blast as well. Subscription is automatic. Go to [pacificschool.com](http://pacificschool.com) and find the “Subscribe to the e-blast” at the bottom of the home page. Fill out the necessary text fields.

**4. WATCH FOR EMAILS FROM YOUR ROOM PARENTS.** Occasional communication will come through your room parent via your classroom email group once school starts. These announcements detail important reminders and other information.

Questions?

Please contact Leigh Anne Lynch at [lal@ericlynch.com](mailto:lal@ericlynch.com).