

TWO RIVERS PUBLIC CHARTER SCHOOL

# BACK TO SCHOOL WELCOME PACKET

4TH ST. ELEMENTARY  
2022 - 2023



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## BACK TO SCHOOL CHECKLIST

Families should complete all required and appropriate items by August 15

- |   |   |
|---|---|
| <input type="checkbox"/> School Supply List                       | <input type="checkbox"/> *Permission to Administer Medication |
| <input type="checkbox"/> Uniform Purchase                         | <input type="checkbox"/> *AlphaBEST Before and Aftercare      |
| <input type="checkbox"/> Immunization and Medical Records         | <input type="checkbox"/> *Parental Medicaid Consent           |
| <input type="checkbox"/> Tech Agreement (new families)            | <input type="checkbox"/> *School Lunch Program                |
| <input type="checkbox"/> Early Childhood Questionnaire (PS3-PK4)* | <input type="checkbox"/> *COVID Opt-Out of Testing            |
| <input type="checkbox"/> PSA Sign-up*                             |   |

\*denotes optional items

# LETTER FROM YOUR LEADERSHIP TEAM

## DEAR TWO RIVERS 4TH STREET FAMILIES,

Welcome Back! We hope you are enjoying a wonderful summer and are feeling relaxed, recharged, and ready to start a new school year! Whether you are a new family or a family returning to Two Rivers, we welcome you and are excited that you are a part of our 4th Street Crew.

Our leadership team is excited to meet you soon! Our school principal, Dr. Danielle, has been in education for over 20 years and is entering her second year at Two Rivers. Our assistant principal of culture, Ms. Rachel, is entering her sixth year at Two Rivers and second year on the leadership team. In January of 2022, we welcomed a new campus director of special education, Mr. Ben, who is entering his eighth year in education in DC. The newest member to our team, Mr. Guye, will be our assistant principal of instruction. Mr. Guye is a familiar face to Two Rivers as one of the founding members of our school! He has held many roles in the education community, and we are excited to welcome him back to 4th Street as an assistant principal.

The Two Rivers Community is driven by the EL Education phrase - **“We are crew, not passengers.”** Our team has been using this phrase to intentionally plan ways for students to enter our doors feeling a sense of belonging, excitement to begin the school year, and reassurance in returning to a community they know and love.

### Arrival/Dismissal Logistical Update

Please review some best practices of our crew mindset **arrival protocols**:

The arrival window is from 8:15-8:30am. All students entering at 8:31 or after will be marked tardy.

Upper School (US) students who arrive at the Lower School (LS) after 8:30am will need to be escorted by a parent/guardian across 4th Street to the US.

If your student needs assistance getting out of a car or you need to speak with a TR crew member, plan to park in the neighborhood or local garages so that you do not block the “kiss and ride” lane, which is to be used only for quick drop-offs.

All students will enter their building (Lower School or Upper School) through the front doors.

Families may walk their students into the building and drop them off at their crews - *a pre-pandemic practice that we are glad to restore!*

Below are some best practices of our crew mindset **dismissal protocols**:

The dismissal window is from 3:15-3:30pm; all students must be picked up by 3:30pm.

Families will be able to enter the building and pick up their student(s) directly from their crew - *a pre-pandemic practice that we are glad to restore!*

Aftercare or afterschool partner programs will pick students up directly from their crew.

# LETTER FROM YOUR LEADERSHIP TEAM

Families who would like to utilize the pick-up lane can do so by pulling up and providing their student's name to a TR staff member who will call the student down.

Students in 3G-5G are eligible to be independent walkers and pick up their siblings to meet their family at home or at a local meeting point. During enrollment, families were able to provide permission for this status. To update this status, email [4esattendance@tworiverspcs.org](mailto:4esattendance@tworiverspcs.org).

## Beautiful Spaces

In addition to using the mindset of we are crew, not passengers, our team will be guided by the EL Education Core Practice of [Creating Beautiful Spaces for Learning](#). Towards the end of the 2021-22 school year, we were able to open our new Upper School rooftop recess space, a space designed by our students. We're also glad to be replacing the playground wrap around our Lower School playground this summer. Soon, you will see our walls filled with high-quality student work, freshly painted rooms and clean, organized spaces!

As we welcome you back into the building for arrival, dismissal, and other weekly events, you will be able to see learning come alive in classrooms and hallways.

## Student Placement in Crews and Classrooms

A great deal of time, effort and thought has gone into the process of student placement for the upcoming school year. Teachers, counselors, and leaders took careful consideration to ensure your student is placed in a crew where they can feel a sense of belonging, excitement for the school year, and reassurance in being a part of a crew they know and love.

As COVID restrictions continue to lift, we will ease back to pre-pandemic practices. We have returned to our traditional two classes per grade in PK-3G. In PS, we will continue to keep three cohorts and in 4G-5G, classes will remain departmentalized. That means that in 4th and 5th grade students will have a crew leader whom they start their morning with for culture building and then they will travel between rooms for math or literacy. Additionally, our students will return to many of the Two Rivers traditions of being able to socialize across grade- and school-level classes during the school day. Traditionally, KG-1G, 2G-3G, and 4G-5G grade bands have followed a looping structure where student crews/teachers stay together for two years. Due to staffing changes, cohort restructuring, and departmentalization, the only grade band that will complete a traditional loop this year is the 21-22 KG crews. We hope to fully restore our looping structure in the future.

# LETTER YOUR LEADERSHIP TEAM

More information will be forthcoming around your student's specific crew list as well as how traditional beginning-of-the-year potlucks and back-to-school conferences will look. Again, now that our health guidelines have opened up more, we will be returning to many successful past practices to foster community! In our end-of-year family survey we learned that hearing from your school leadership team regularly helps you stay informed and in touch. **Please add 7/27 from 4:30-6pm to your calendars for our After-Care Fair at the Two Rivers Middle School Gym (830 26th St. NE), where you will be able to learn more about after school activities.**

We will communicate additional information about welcome events via ParentSquare by the end of the month—and you can find regular updates from our leadership team in the “Principal’s Corner” of the weekly Trib newsletter for families, which is delivered via ParentSquare and will be sent home every Tuesday. This Welcome Packet includes instructions on accessing ParentSquare. If you need additional assistance with ParentSquare, please reach out to Mr. Khizer ([khusain@tworiverspcs.org](mailto:khusain@tworiverspcs.org)).

Please know we are always here to help you and your student, so please don't hesitate to call, email or stop by. We are crew, not passengers!

Warmest Regards,



Dr. Danielle  
**Principal**  
[dhutcherson.blount@tworiverspcs.org](mailto:dhutcherson.blount@tworiverspcs.org)



Ms. Rachel  
**Assistant Principal of Culture**  
[rowens@tworiverspcs.org](mailto:rowens@tworiverspcs.org)



Mr. Guye  
**Assistant Principal of Instruction**  
[gturner@tworiverspcs.org](mailto:gturner@tworiverspcs.org)



Mr. Ben  
**Campus Director of Special Education**  
[bjacobs@tworiverspcs.org](mailto:bjacobs@tworiverspcs.org)

# SCHOOL SUPPLY LIST

## REMINDERS:

We recognize that some families in the Two Rivers community will not be able to purchase supplies and others may be able to purchase extras. Please contribute what your family can towards classroom supplies.

## Preschool and Prekindergarten

Preschool and Prekindergarten

- 1 package of washable markers
- 1 package of construction paper
- 2 packages of crayons
- 2 glue sticks
- 2 packages of baby wipes
- 3 boxes of facial tissue
- 4 rolls of paper towels
- 4 canisters of sanitizing wipes
- 2 bottles of sanitizing spray
- 2 bottles of hand sanitizer
- 1 box of disposable masks
- 2 full change of weather appropriate clothes, labeled



## Grades K-1

- 2 packages of pencils (at least 12)
- 1 package of rectangular pink erasers
- 1 pair of scissors
- 1 pencil case
- 2 packages of crayons
- 2 packages of washable markers
- 2 packages of colored pencils
- 1 package of dry erase markers and eraser
- 2 solid color (1 blue, 1 red) folders with pockets (no designs)
- 4 glue sticks
- 1 box of disposable masks
- 1-2 boxes of facial tissue
- 4 rolls of paper towels
- 4 canisters of sanitizing wipes
- 2 bottles of hand sanitizer
- 1 full change of weather appropriate clothes, labeled

## Grades 2-3

- 2 packages of pencils (at least 12)
- 1 package of rectangular pink erasers
- 2 packages of colored pencils (at least 12)
- 1 package of washable markers
- 1 pair of scissors
- 1 pencil case
- 1 box of dry erase markers and eraser
- 2 wide ruled, black composition books
- 4 solid color folders with pockets (no designs)
- 1 box of disposable masks
- 1 glue stick
- 3 boxes of facial tissue
- 4 rolls of paper towels
- 4 canisters of sanitizing wipes
- 4 bottles of hand sanitizer



# SCHOOL SUPPLY LIST

## Grades 4-5

- 2 packages of pencils (at least 12)
- 1 package of rectangular pink erasers
- 1 package of colored pencils (at least 12)
- 1 package of crayons
- 1 package of washable markers
- 1 package of highlighters
- 1 package of dry erase markers and eraser
- 1 pair of scissors
- 1 package of sticky notes
- 1 package of 3x5 index cards
- 1 pencil case
- 3 black composition books
- 4 solid color folders with pockets (no designs)
- 2 glue sticks
- 1 box of disposable masks
- 2 boxes of facial tissue
- 3 rolls of paper towels
- 4 canisters of sanitizing wipes
- 4 bottles of hand sanitizer
- 1 spiral notebook with 4-5 subjects **(5G 4ES only)**
- 1 one inch binder **(5G 4ES only)**
- 1 package of 8 binder dividers **(5G 4ES only)**



## Grades 6-8

- 1 durable binder (3-ring, 2 inch or bigger)
- 7 binder tabs/dividers
- 1 homework folder, 3-hole punched
- 1 package of college ruled filler paper
- 2 marble notebooks
- 1 college ruled, black composition book
- 1 package of post-it notes
- 1 box of disposable masks
- 1 bottle of hand sanitizer
- 1 pencil pouch for binder, which includes:
  - 1 pencil sharpener that catches shavings
  - 1 eraser
  - 1 highlighter
  - 1 package of ink pens (blue or black), two pens for each month
  - 2 packages of 12 pencils
  - 1 package of colored pencils (at least 12)



# BACK TO SCHOOL CHECKLIST

## REQUIRED FORMS

### Uniform Purchases

#### **Student Dress at Two Rivers**

Two Rivers' uniform policy is intended to generate a feeling of unity, while allowing students some personal choice. Students are required to wear a Two Rivers uniform top at all times while in school building. However, students may wear any bottoms they choose as long as they are appropriate in length and design. Please closely review the Student Dress section of the forthcoming Family Handbook for additional dress guidance, including details about dressing for weather, footwear, and loaner uniforms.

To purchase uniforms, families can visit Two Rivers uniform and lunch store online [here](#) starting on August 8. If you need financial support to purchase your child's uniforms, please email your assistant principal. Uniform pick-up will be at the Young Campus starting two weeks before the first day of school.

While you can access the uniform store website starting on August 8 to pre-order uniforms, please note that uniforms cannot be picked up until our physical uniform store re-opens two weeks prior to the start of school. Look for information via ParentSquare for updates. Finally, we expect a number of items to be restocked in mid-August, so don't worry if you find an item that you need is currently out of stock.



### Immunizations and Medical Records

Don't Delay, Schedule Today! In order to prevent the spread of infectious diseases, it is vital that all students are fully immunized before returning to in-person learning. **No Shots, No School** is being enforced by the Department of Health (DOH), which means that students who do not have required immunization records submitted to the school will NOT be admitted to the building to attend school. All students must have an up-to-date immunization certification on file to attend in-person learning. Please note, proof of appointment will no longer be accepted.

Additional information concerning immunization requirements for the 2022–2023 school year is below.

- [School Immunization Guide](#)
- [District of Columbia Immunization Policy](#)
- [DC Pediatric Immunization Locations](#)

Students additionally need to have their required health certificate and dental records up to date - students who have a missing record have been notified. If you have any questions, please contact Melanie Jacobs at [medical@tworiverspcs.org](mailto:medical@tworiverspcs.org).



# BACK TO SCHOOL CHECKLIST

## REQUIRED FORMS

### [Tech Agreement for TR Learning Devices \[new families only\]](#)

It's critically important that if your child needs to quarantine due to COVID-19 for any reason (or we need to temporarily close), they are able to access their learning remotely from home using a device. New families must complete [this form](#) to ensure that in the event of any remote learning required by COVID protocols, your child has a device prepared. The family will ensure students continue to adhere to the responsible digital citizen expectations agreed to in the [Student and Family Technology Agreement](#).



Please fill out one form per child: [Use and Responsibility Agreement for TR Learning Devices](#)

### [Early Childhood Questionnaire \[Preschool and Pre-K families only\]](#)

For Preschool and PreKindergarten families, please complete the “Ages and Stages Questionnaires” (ASQ)! We use these tools as part of our ongoing work to ensure every student is reaching both academic and developmental milestones and it helps us know a bit about your child before their year starts. You will likely want to print or review a PDF of the questionnaire on your device before submitting the answers online because some questions ask about your child's response to very specific tasks that you might not have done with your child. Please use [this link](#) and click the option for BOTH ASQ-3 and ASQ-SE on the welcome screen. We ask that you complete these questionnaires by August 15th at the latest.

By the way, did you miss Early Childhood Education Night for new families earlier this year? Watch [the replay](#)!



# BACK TO SCHOOL CHECKLIST

## OPTIONAL FORMS

### Meals at Two Rivers

Families can purchase meals at our [uniforms and meals online store](#). We have a new meal vendor this year and they ask families complete a [Meal Preference Form](#) regarding dietary restrictions and meal program selection.



Breakfast at Two Rivers is free for all students and Two Rivers participates in the National School Lunch Program, which includes free and low cost options for lunch.

We ask that ALL families interested in having their child receive meals through school complete the [Free and Reduced Price Meal Application Form](#) to sign up AND additionally complete this [Meal Preference Form](#) regarding allergies and meal program selection. For families who previously have paid for meals and have a credit in their account, please stay tuned for more information on how that will impact payment for the current school year.

### Permission to Administer Medication

If your child needs to take medication during the school day, please use [this form](#) to detail your student's medication and/or medical procedure plan to be administered at school and return it to the the school nurse or [medical@tworiverspcs.org](mailto:medical@tworiverspcs.org). The School Nurse will contact you to arrange medication/medical supply drop-off. For multiple needs, complete multiple sheets.

### Parental Medicaid Consent Form

*Special education students only.*

If your child receives special education services please review and complete a [Parental Medicaid Consent Form](#) to ensure that Two Rivers can receive appropriate federal reimbursements for certain health related services provided pursuant to your child's IEP. The form can be turned in at your school's front desk. Examples of health related services for which Two Rivers may be reimbursed include the following:

- Audiology Services/Assessment
- Behavioral Support Services
- Nutrition
- Occupational Therapy/Assessment
- Speech-Language Pathology Services/Assessment
- Orientation and Mobility Assessment
- Physical Therapy Services Assessment
- Psychological Evaluation
- Skilled Nursing Services
- Special Education Transportation Services

### Opt-out of COVID Testing

Families can opt-out of COVID "rapid" antigen nasal testing that Two Rivers may conduct onsite using [this form](#). The school may test students if they exhibit COVID-like symptoms during the day, if they are close contacts as part of a "test to stay" regimen, or randomized asymptomatic testing. The school may also test students if their families did not submit a COVID test result after a long holiday as a "test to return" protocol. If students exhibit symptoms and cannot be tested, they may be sent home. Please send any questions to Cade Pickette, Health and Safety Coordinator, [cpickette@tworiverspcs.org](mailto:cpickette@tworiverspcs.org).

# IMPORTANT READING



## [A Crew Approach to Health and Safety](#)

COVID, though not eradicated, continues to be much more manageable as vaccines and testing become commonplace. Based on changes in COVID guidance from the District, we have adjusted some of our policies but remain true to our ethic of asking everyone to do their part as we are all crew, not passengers! Read our updated [Crew Approach to Health and Safety](#).

## [Five Scholarly Habits](#)

At Two Rivers, our vibrant student culture is undergirded by five habits of mind, called [Scholarly Habits](#), that all students thrive to master. We ask that families familiarize themselves with these same habits so that they can notice and celebrate them at home!

## [Three Dimensions of High-Quality Student Work](#)

From its infancy, Two Rivers has remained a proud member of the EL Education network, which now serves over 400,000 students across the US with research-proven resources and equitable outcomes. [High-quality student work](#) is a fundamental aspect of student success (along with character-building referenced above) and is defined by work that is complex, well-crafted, and authentic.

## [Family Handbook](#)

The Family Handbook serves a foundational document in introducing families to Two Rivers and in building a community that is centered on the mission. The 2022-23 edition will be available in early August. Last year's version can be accessed [here](#).

## [Commitment to Anti-Racism](#)

Since our founding, Two Rivers has sought to nurture a diverse group of students. In recent years, we've explicitly committed to a journey to become an anti-racist organization — recognizing and celebrating both our differences and commonalities; integrating the experience and perspectives of people of color throughout our curriculum; and having courageous and empathetic conversations about race and racism with one another. Read more on our [website](#).

# SCHOOL CALENDAR

The Elementary School at 4th Street and Young arrival window begins at 8:15 AM. The school day begins at 8:30 AM and ends at 3:15 PM Monday, Tuesday, Thursday, and Friday. School begins at 8:15 AM and ends at 1:15 PM every Wednesday.

The Middle School arrival window begins at 8:30 AM. The school day begins at 8:45 AM and ends at 3:30 PM Monday, Tuesday, Thursday, and Friday. School begins at 8:30 AM and ends at 1:15 PM every Wednesday.

The academic calendar can also be accessed at our website: <https://www.tworiverspcs.org/current-families/community-calendar/>

## '22'23 calendar

The Elementary School day at 4th Street and Young begins at 8:15 AM and ends at 3:15 PM Monday, Tuesday, Thursday, and Friday. School begins at 8:15 AM and ends at 1:15 PM every Wednesday.

The Middle School day begins at 8:30 AM and ends at 3:30 PM Monday, Tuesday, Thursday, and Friday. School begins at 8:30 AM and ends at 1:15 PM every Wednesday.

Total number of instructional days is 180.

### August

- 24 Back to School Potlucks
- 24-26 Summer Bridge
- 24-26 Family Conferences
- 29 First Day of School

### September

- 5 Labor Day - no school
- 26-29 NorthBay (6th graders only)

### October

- 7 Professional Development Day - no school for students
- 10 Indigenous People's Day - no school
- 26 Fall Festival

### November

- 3 Picture Day at 4th Street
- 4 Picture Day at Middle School and Young
- 8-10 Family Conferences - early release for students
- 11 Veterans' Day - no school
- 22 Ms. Brenda's Day of Service
- 23-25 Thanksgiving Break

### December

- 12 Community Showcase at 4th Street
- 13 Community Showcase at Young
- 19-30 Winter Break - no school

### January

- 2 No school
- 3 Students & Staff return from Winter Break
- 16 Martin Luther King, Jr. Day Holiday - no school
- 17 Math Festival

### January continued

- 28 Middle School Science Fair
- 31 Black Lives Matter Week of Action

### February

- 1-3 Black Lives Matter Week of Action
- 1-3 Family Conferences - early release for students
- 13-17 Share the Love Week
- 17 Family Dance
- 20-24 Mid-Winter Break - no school

### March

- 2 Literacy Night
- 6-8 Latin Dance Competition

### April

- 13 Spanish Night
- 17-21 Spring Break - no school

### May

- 11 Welcome to Preschool Night (new families)
- 23 Community Showcase at Young
- 24 Community Showcase at 4th Street
- 29 Memorial Day - no school

### June

- 12-13 Field Days
- 14-16 Family Conferences - early release for students
- 14 8th Grade Promotion
- 15 5th Grade Promotion Ceremony at Young
- 16 5th Grade Promotion Ceremony at 4th Street
- 16 Last Day of School





# ALPHABEST BEFORE AND AFTERCARE

**After School  
is where  
adventure begins.**



**Let's spark wonder with Two Rivers Public Charter kids!**

**AlphaBEST Extended Day program for before and after school**

**PS\*-8G**

AlphaBEST gives your kids more than a safe place to do their homework. We engage their minds and expand their horizons. With an innovative, experiential curriculum, we allow kids to decompress from a day in the classroom by appealing to their curious, creative natures.

Run by a high-quality, caring staff, and designed to meet the changing needs of working parents, AlphaBEST Extended Day includes:

- Art
- Robotics
- Coding
- Drama
- Sign Language
- World Languages & Culture
- Homework Help
- Snacks
- Fitness Activities
- And More!

So come explore with us! For hours, locations, rates and online registration, visit [Alphabest.org/tworivers](https://Alphabest.org/tworivers). For questions, contact [lwood@alphabest.org](mailto:lwood@alphabest.org).

**AlphaBEST**  
EDUCATION



\*When registering, preschool and prekindergarten families should both select "PK" as the child's grade.



# PARENT SCHOOL ASSOCIATION WELCOME

Dear Two Rivers Families,

Raising children is life's ultimate expedition! Through a child's life, we parents and guardians nurture these little souls through feeding and sleeping, crawling and walking, speaking and eating, and... meeting, reading, sharing, and setting boundaries.

However, the journey of "Becoming" is not our children's alone. "Matrescence" and "Patrescence" are not common words in our culture, but they represent the precious development of adults into parents. Just as adolescence involves biological, emotional, and psychological change - so does your journey of becoming a parent and caretaker. The process deserves the same education, patience, and understanding. More often, though, parents are expected to be fully prepared and capable, social creatures - operating from biological instinct. The truth couldn't be more different.

"Sixty-six percent (66%)  
of parents reported being  
burned out."



Photo by JJ Jordan

This staggering statistic was released this summer of 2022 in a study on "Parental Burnout" by Ohio State University. This means as much as two out of three parents or guardians in our own community may be returning to school in the Fall with feelings of "physical fatigue, emotional exhaustion, lack of motivation, a sense of despair, as well as a detachment from others and pleasurable activities."

The good news is the symptoms can be temporary. According to this Healthline.com article, ways to manage "parental burnout" include:

- Talking with your spouse, co-parent, or partner
- Getting enough sleep and exercise, and
- Building a support network

# PARENT SCHOOL ASSOCIATION WELCOME

As a Two Rivers family, your support network is already here. As a school community, we are a network of peers. You are not alone. We're holding your space on this most special field study of life. We want to see you, particularly if you are experiencing the symptoms of burnout. If you've successfully pushed through your burnout - engage with us.

Starting in the fall, the Parent School Association ("PSA") will be hosting a variety of engagements each month - for ten months!

This includes Back to School picnic in August, Share Your DC and Beyond the Basics in October, Share the Love week in February, and the Gala in April. Each month you can also keep an eye out for casual, pop-up meet-ups. Find more information about the PSA on the Two Rivers website.

Let's come together this year and learn from each other on this Parenting Expedition fate has set us on. You might be the exact connection another parent or guardian needs to find.

To start this journey, we have a few questions. Please scan the QR code or follow the link to share a little bit about yourself. <https://forms.gle/Hf13ycHYW2ACFUFd9>

Sincerely,



**Anya Stockburger**  
4th Street PSA President



**Cara Williams**  
4th Street PSA Secretary



*Hit us up at [4ES.PSA@tworiverspcs.org](mailto:4ES.PSA@tworiverspcs.org)*

PS: Are you interested in a self-evaluation for parenting burnout? See page 9 of the [report](#).

# PARENT SCHOOL ASSOCIATION WELCOME



TWO RIVERS PUBLIC CHARTER SCHOOL

PARENT SCHOOL ASSOCIATION

## YEAR AT A GLANCE 2022-2023

### AUG

Back to School  
Picnic sign-up  
coming soon!



### SEP



Use Amazon Smile and  
learn about other giving  
opportunities

### OCT

PS, bth: Share Your DC

Family expedition to build  
connections across  
difference

### NOV

PSA meetings  
Held all year and open to  
all family members! Check  
out the Parent Square  
calendar

### DEC

Expedition Showcase



### JAN

MLK Day of Service

Look out for service  
opportunities all year that  
embrace the TR mission

### FEB



### MAR

Family Crew  
Attend family events all  
year to build community  
and crew! Movie nights,  
coffees, meet-ups, +

### APR



### MAY



### JUN

Field Days



### YES, PLEASE!

How would you like to help?



# PARENTSQUARE

New families can set up their account now or wait for a ParentSquare activation link via email by early August. Returning families should continue to use their same account log-in information from last year. Please note that in late July and early August, the platform will be undergoing data updates and may be temporarily inaccessible.

Stay connected from anywhere with our

**online portal** and **parent app, ParentSquare!**

Get all school notifications in one place.

View only what's relevant to your student.

Never miss out again!

## Smart Alerts!

Get school wide announcements at your fingertips.

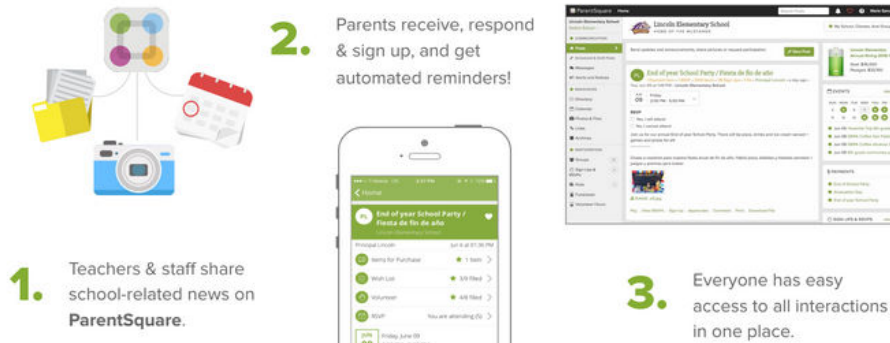
## One Tap Participation

For volunteering, conferences, event RSVPs, payments, permission slips and more

## Two-Way Communication

Send & receive real-time messages directly with teachers and administrators.

## How ParentSquare Works

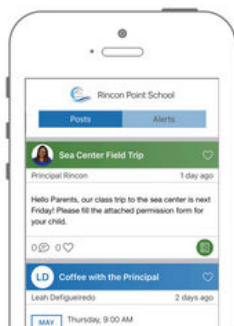


## Get Started in 3 Easy Steps!

**1.** Download the free iOS or Android mobile app.

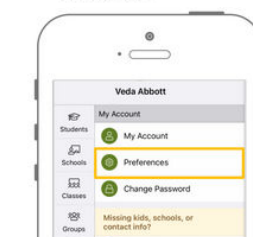
**2.** Log in with your email or phone registered with the school.

**3.** Start receiving posts relevant to your student.

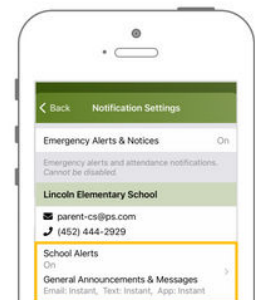


## Choose Your Notification Preferences

**1.** Tap the '☰' icon at the top left corner. Tap 'Account' and then 'Preferences'



**2.** Tap 'Notification Settings'



**3.** Select how you'd like to be notified

## How to Make Sure You Stay Connected



Activate your account & login.



Set your notification preferences in ParentSquare.



Make sure the school has your correct email AND mobile phone number.

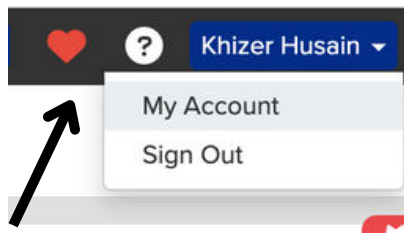


## TOP 2 PARENTSQUARE TIPS & TRICKS

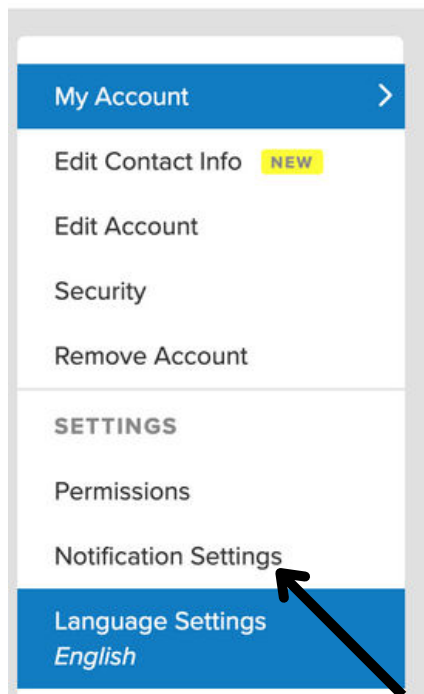
### #1: Customize Your Notification Settings

ParentSquare is powerful and can be overwhelming if you do not customize your notification settings. Be sure to set the frequency of posts to "digest" if want once-a-day posts after close of the business day. Select your preferred language and help others in the community, too. Make directory details (your students, email, phone) hidden or visible for other families at Two Rivers.

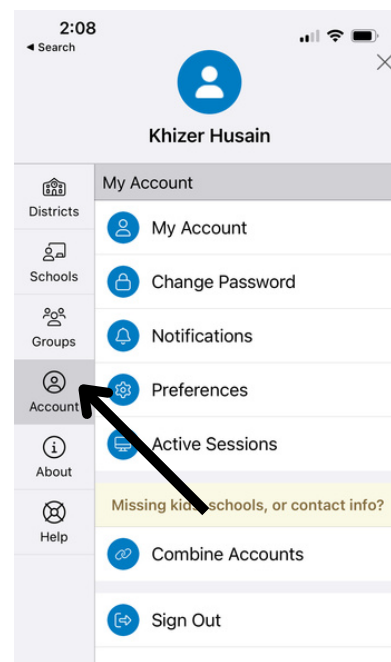
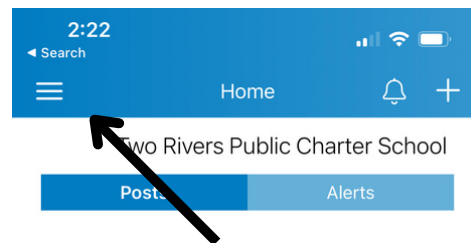
In web portal: Upper right corner



#### My Account



In app: Go to upper left corner to reveal Account menu

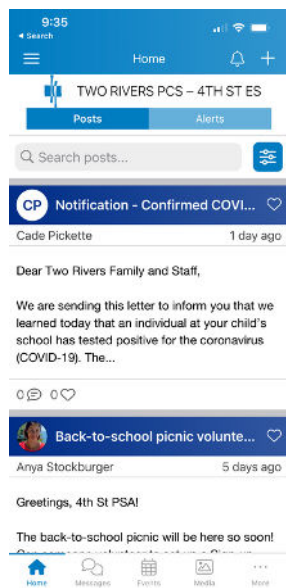




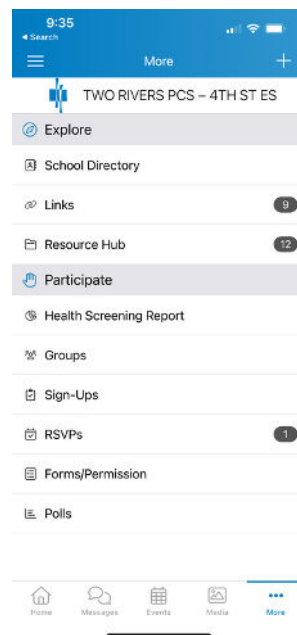
## #2 Access "Links" for Key Two Rivers Resources

Need to order student uniforms or lunch? What about the Family Handbook? We have created a set of "hot links" in the app so that you can access information on the go.

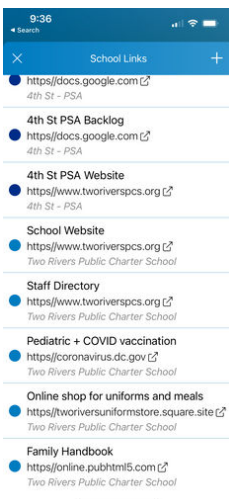
Go to lower right corner to  
"More"



Find "Links"



Find a curated list of hyperlinks



# COMMUNICATION CHANNELS

As we enter this new school year, we want to introduce and remind you about all the wonderful ways you can stay in touch and engage with the Two Rivers Community. We have three main communication channels for you to stay connected:

## ParentSquare

Our "all-in-one" family communication app and web portal. This will be our primary communication source for families to stay connected with teachers, staff, and other families.

## Two Rivers Website

Our website presents "the story" of Two Rivers - the history and mission of Two Rivers, learning approach, staff directory, policies, Board minutes. There are also campus-specific pages, which feature student work and opportunities for families to get involved.

## Social Media

Have you given us a follow yet? Our Instagram accounts are sources for bonus content! We celebrate joy throughout the schools, highlight student learning, and share information about community events.

## PARENTSQUARE

- Primary communication source
- Trib, the TR newsletter, sent every Tuesday
- Links to uniform/meal store, calendar, etc.

[www.parentsquare.com/signin](http://www.parentsquare.com/signin)

## WEBSITE

- Story of Two Rivers, staff directory, calendar
- Policies, Board minutes
- Parent School Association info for getting involved

[www.tworiverspcs.org](http://www.tworiverspcs.org)

## SOCIAL MEDIA

- Additional information and highlights
- Celebrating joy, student work, and community stories
- Instagram, Twitter, Facebook

[@tworiverspcs.org](https://www.instagram.com/tworiverspcs.org) [Network]  
[@4trjoy](https://www.instagram.com/4trjoy) [4th St Elementary]  
[@trmsjoy](https://www.instagram.com/trmsjoy) [Middle School]  
[@go.trconnect](https://www.instagram.com/go.trconnect) [Alumni]

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