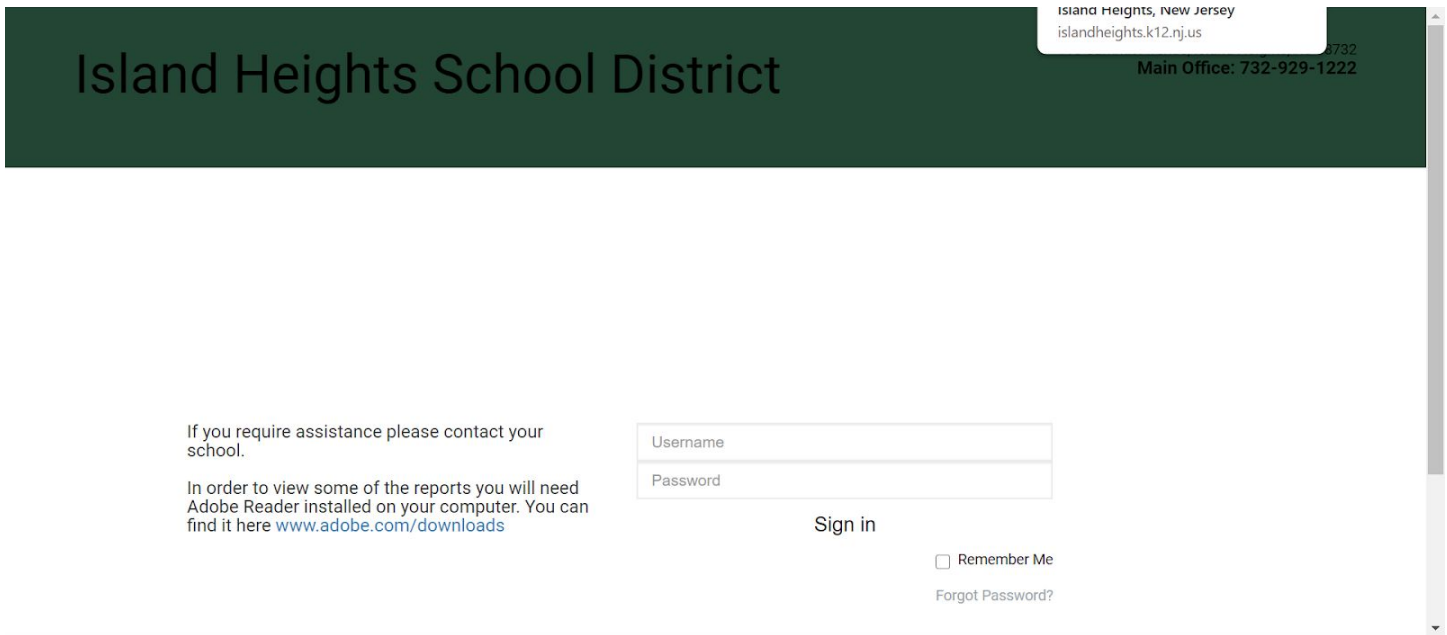
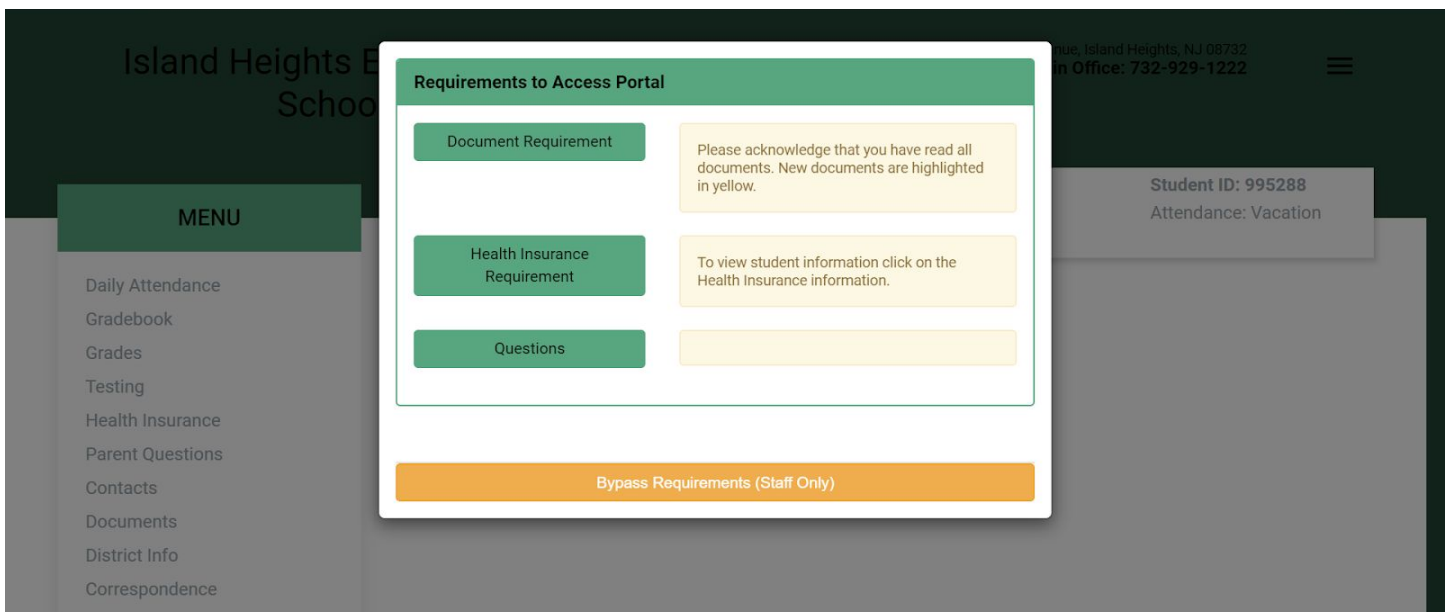


Parent Portal Log On Directions

Log on to www.islandheights.k12.nj.us. There will be a Parent Portal link on the Quick Links Section located on the top left of the page. This will bring you to Portal.



Log into the Portal with your username and password. This will be sent to you via email later this evening. You will then be prompted with the following screen.



Once these documents have been acknowledged and questions have been answered, you will be able to move on to update your contact information. To do so under the menu section, select “Contacts”. Then under your name, select “Update Information”. Please make sure you add contact information for those family members and friends that may be helping you with drop off and pick up.

Please make sure you add your email address again to your contact information. To do so under the menu section, select “Contacts”. Then under your name, select “Update Information”. Scroll down until you reach the

following screen. Add your email address and any other email address you would like us to send correspondence to.

Type	Email Address
<input type="text" value="--Please Select--"/>	<input type="text" value="example@domain.com"/>
Type	Additional Email Addresses
<input type="text" value="--Please Select--"/>	<input type="text" value="example@domain.com"/>
<input type="text" value="--Please Select--"/>	<input type="text" value="example@domain.com"/>
<input type="text" value="--Please Select--"/>	<input type="text" value="example@domain.com"/>
<input type="button" value="Submit"/>	

* - Indicates a required question.

Please feel free to contact the front office with any questions.