

Dear Washington Township Families

WTPS has created an **Email, Text, and Voice Notifications** form in your Unified Classroom Parent Account. This form will provide you the opportunity to update your contact information for District and School email, voice, and text communications (such as emergency notifications or school/district information). The form is prepopulated with the information we currently have in our database. If this information is accurate and up to date, *no further action is required*. If you need to update or add your email(s) and/or phone number(s), please submit this information using the form. For your convenience, *the form will remain in your Parent Portal to be utilized any time your communication information changes and needs to be updated!*

Please utilize the directions on the form to submit your communication information. **If you have any questions, please contact your child's school main office.**

To access the form, please log into your [Unified Classroom Parent Account](#). If you need help:

- Accessing the form, click [here](#).
- Logging into your Unified Classroom Parent Account, kindly try:
 - Using Google Chrome on a laptop or desktop; and/or
 - Using the "FORGOT PASSWORD" link underneath of the UC Sign-In.
 - *Please note: the PowerSchool App does not provide access to such forms and surveys so please ensure you can log onto your UC Parent Account through an internet browser.*

If you need further assistance logging into your account, please email PowerSchoolHelp@wtps.org and we will be happy to assist you.

- If you need to email us, kindly provide your full name and your child's full name so we can quickly access your account.

Have a great day!

Many thanks,

Katherine T. Carey

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