

# CPS ONLINE FAMILY DIRECTORY FORM

Please return to the Main Office or your child's teacher by Sept. 14

Clinton Public School PTO

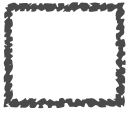
Clinton, NJ 08809

EIN: 45-4797328



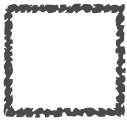
"It's about the kids"

Check ONE:



## We Wish to be included in the online directory

Please fill out the information below. The information you provide will be organized in class lists and available for you and other CPS families to view. You will receive emails and alerts from Fourleaf related to school events and activities.



## We DO NOT wish to be included in the online directory

Fill out **ONLY** your child's name and homeroom. Only your child's name will appear on their class list. Without providing an email address, you will NOT have access to the CPS directory. You will NOT receive emails or alerts from Fourleaf related to school events.

Child's Name: \_\_\_\_\_ Homeroom: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Homeroom: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Homeroom: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Homeroom: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Homeroom: \_\_\_\_\_

Parent Name #1 \_\_\_\_\_ Cell phone: \_\_\_\_\_

Home Address: \_\_\_\_\_ Home phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Parent Name #2 \_\_\_\_\_ Cell phone: \_\_\_\_\_

Home Address: \_\_\_\_\_ Home phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

### HOW DOES THE CPS DIRECTORY WORK?

The CPS PTO builds a school directory on Fourleaf Network as a service to Clinton Public School families so our school community can stay in touch. **Fourleaf is also the tool we use to email your family about school events and PTO happenings throughout the school year. The school office does NOT give out personal information on request or through a paper directory. Note, Fourleaf is not the Honeywell Alert system.**

### HOW DO I USE THE FOURLEAF DIRECTORY?

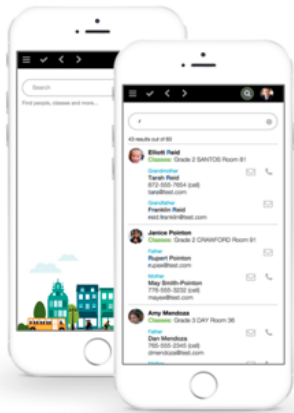
Once your information from this form is added to the online directory by the PTO, **you will receive an email from [support@fourleaf.net](mailto:support@fourleaf.net) for instructions to activate your account. This is the most important step so you can USE the directory.** If you are already a Fourleaf user, we will update your information above as needed and you can continue to use your account. With Fourleaf, you can access the student directory on your computer or iPhone/Android smartphone. See the back of this page for more info!



If you have any questions, please contact Melissa Stowers at [mjshoop@uwalumni.com](mailto:mjshoop@uwalumni.com)



The Clinton Public School PTO will continue to use Fourleaf Networks again for our online directory this year. With Fourleaf, you can access the student directory on your computer or iPhone/Android smartphone. To get started, fill out the CPS Family Directory form on the previous page. **If your child is a new student at CPS and once your information is added to the directory, watch for an email from support@fourleaf.net for instructions to activate your account and begin using the new online directory!**



### Some key advantages to using Fourleaf Network directory:

- **Convenient.** Access from any device, anytime, anywhere. On your smartphone, tap to call, text, email, or get directions.
- **Searchable.** One box search makes finding what you're looking for quick and easy.
- **Up-to-date and in control.** Parents control what information is viewable to others and can update their information at any time.
- **Secure.** Each adult in Fourleaf has their own account based on an email address and secure password.
- **The information contained in Fourleaf is for use by families and staff of Clinton Public School for non-commercial purposes only. It is NOT available to the general public.**

Fourleaf Networks is a San Francisco Bay Area company founded in 2012. They specialize in creating trusted private networks that help schools create a more connected, efficient, and involved parent communities.

To learn more, visit their website [www.fourleaf.net](http://www.fourleaf.net).