EDUCATIONAL SERVICES

Forms in Parent Access

User Information

GENESIS STUDENT INFORMATION SYSTEM
PARENT ACCESS

Logging In
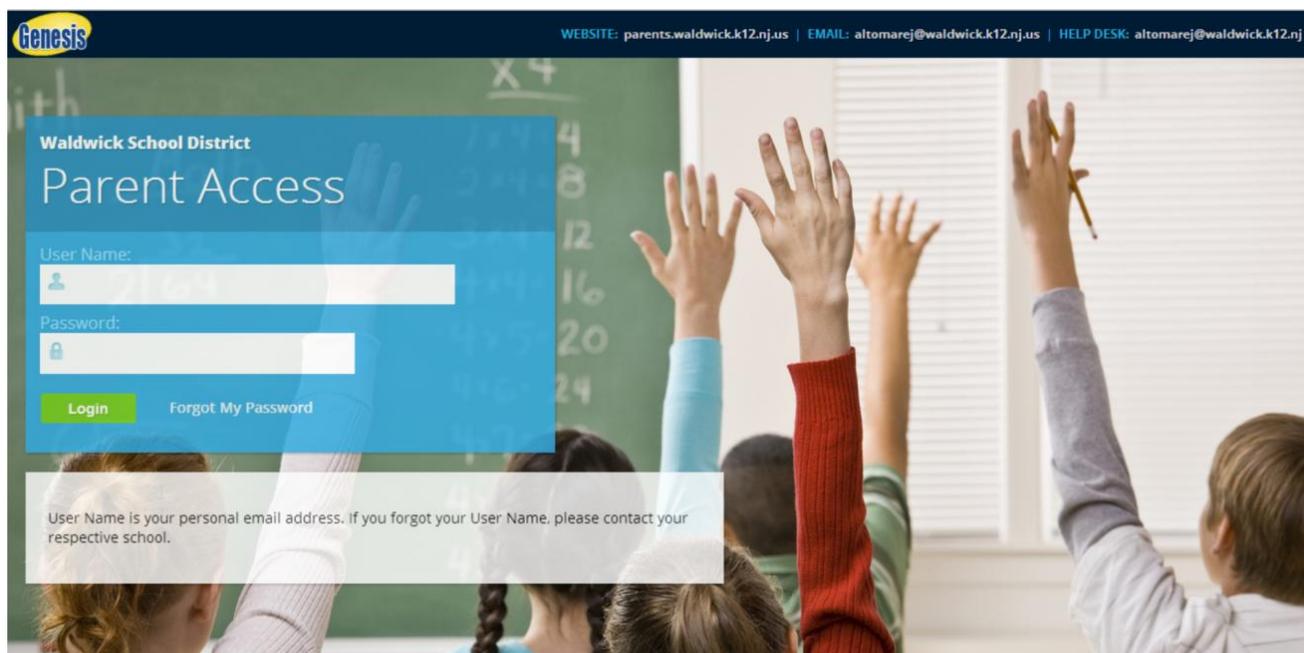
Logging In

Logging into Genesis is very simple:

1. Go to the Parent Access URL https://parents.waldwick.k12.nj.us
2. Enter your Email Address in the '**Username'** field
3. Enter your Parent Access password in the '**Password'** field.
4. Click the '**Login**' button

Logging In for the First Time

The very first time you login you will be required to change your password.

What if I forget my password?

If you forget your password, just click the 'Forgot My Password on the log in screen and your password will be emailed to you. If you have 3 failed password attempts, your account will be disabled and must be reset by the Genesis Administrator at your school. The first time you login with your new password, you will be required to change it.

Student Summary Dashboard Screen

Your "HOME" Screen - The Student Dashboard

Genesis Parent Access "Home" – Student Dashboard Screen

When you login to Genesis Parent Access the first screen you see is Parent Access "Home". This is the Student Dashboard screen. You will see a 'dashboard' for every student linked to your login.

Select 'Forms' on the Student Dashboard at the top of the screen.

Be sure to select the student you want to update in the 'Select Student' dropdown.

Forms

Select the Form to be completed. This must be done for each student.

Select the applicable Form to be completed

Forms Library

Forms

Forms Library
Middle School Parent Signature Sheet for NICOLE

Middle School Parent Forms

QUESTION	ANSWER
Please select the box on the right side of the screen indicating you have read and agree to the policies in the Waldwick Middle School *Student/Parent Handbook*.	▼
Please select the box on the right side of the screen indicating you have read and agree to the policies in the *Network Access Permission*.	▼
Please select the box on the right side of the screen indicating you have reviewed your contact information in the Genesis Parent Access.	▼
Please ... box on the right side of the screen indicating you have read and agree to the *Harassment, Intimidation and Bullying* District Policy.	▼
Parent/Guardian permission is required for a photo/image that ... without any other personal identifiers to be published on the school and/or District's public internet site. Please refer to the *Website Permission* for additional information.	▼
...photos/videos of your student to be displayed for school related projects within school buildings as well as outside the school buildings ... district newsletters, TV/Video shows, and Social Media. This will also include Skype/FaceTime for educational purposes. Please refer to the *Photo Display Permission* for additional information.	▼
Please select the box on the right side of the screen indicating you have read and agree to the policies in the *School Bus Safety Policy* (applies to field trips).	▼
...ng *Release of Pupil Directory to County Vocational School Districts* and indicate if your child's information can or cannot be released to County Vocational Schools.	▼

Questions marked with an • are required.
☐ This form is ready for final submission. If this option is checked; changes will no longer be accepted after the **Update Answers** button is clicked.
Update Answers

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Step 1
By clicking on a form name (blue italics), a new screen will open with related documentation.

Step 2
Indicate your answer in the dropdown box to the right. Some high school documents will require both a **Parent/Guardian and Student signature**.

Step 3
After all documents have been reviewed and all responses have been populated in the answer dropdown, this box should be checked.

Step 4
Click 'Update Answers' at the bottom of the screen. This will submit your signature.