# Nestucca Valley
Online Registration
User Guide for New Students

Parent Account

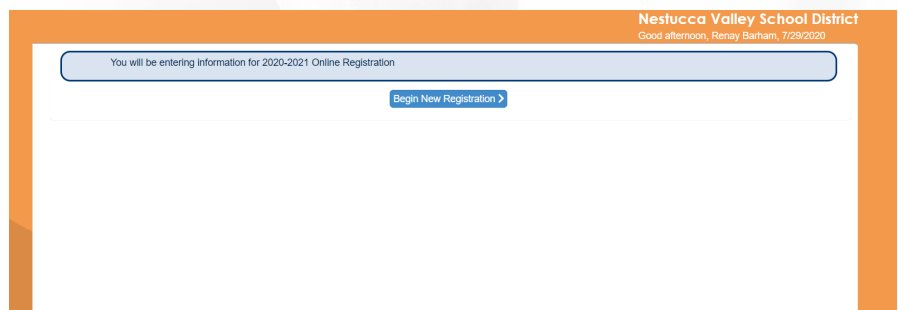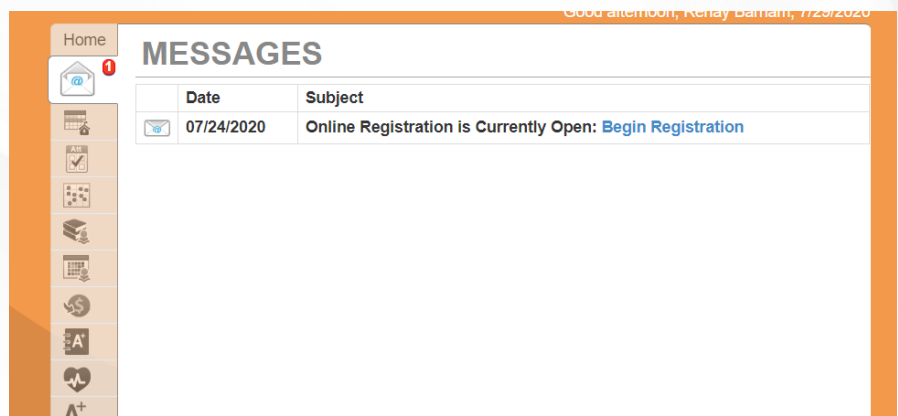Login to your ParentVue account by going to the [Nestucca's ParentVue webpage.](#)

Or using the mobile app. If you already have a ParentVue account, but forgot the password, go to the login page, put in your email and select "Forgot Password." You will be sent a temporary password and will be able to login.

ParentVUE and StudentVUE Access

I am a parent ❯   I am a student ❯
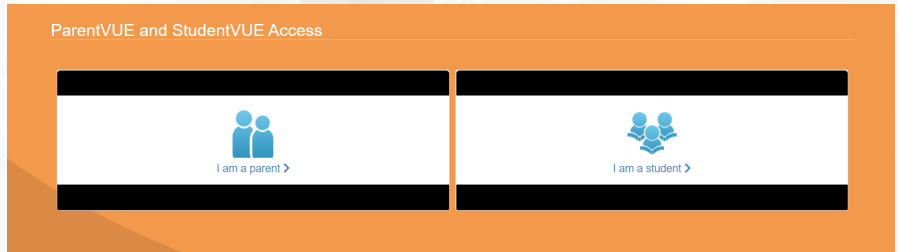
Begin

Once you are into your account, you will see a new message that says Online Registration is open now. Click on the *Begin Registration* link to begin.

Make sure the current school year is showing and click *Begin New Registration*.

Good afternoon, Renay Barham, 7/29/2020

Home

MESSAGES

	Date	Subject
✉	07/24/2020	**Online Registration is Currently Open: Begin Registration**

Nestucca Valley School District
Good afternoon, Renay Barham, 7/29/2020

You will be entering information for 2020-2021 Online Registration
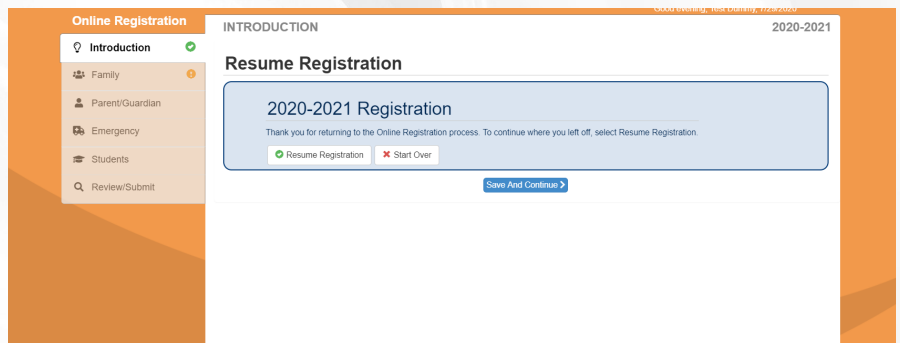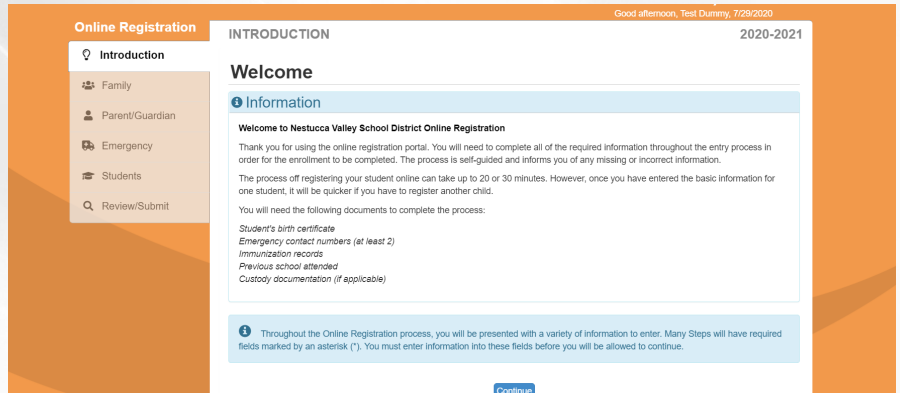
Begin New Registration ❯

INTRODUCTION

Read the message and gather the documents that are needed to register. As you progress through the registration process, if you need to sign out, your progress will be saved.
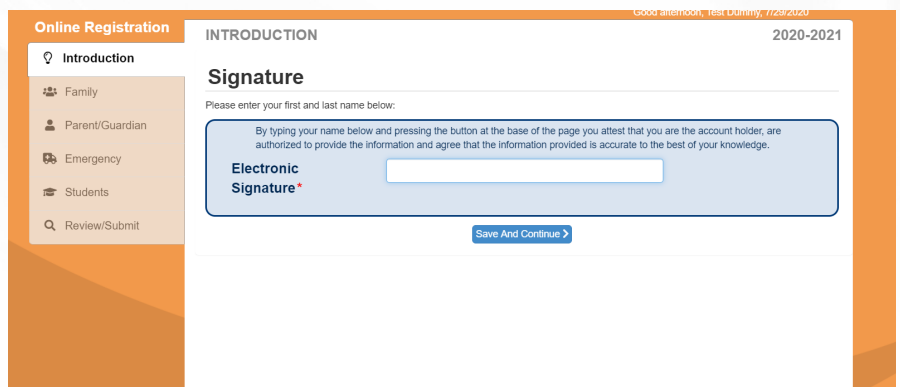
When you come back, the screen will give you the option of resuming registration or starting over.

Click continue when you are ready.

ELECTRONIC SIGNATURE

Type your first and last name in the space provided and click *Save and Continue*.

Home Address

Enter your home address in the spaces provided. Double check the address in the space at the bottom of the screen. Then click *Save and Continue.*

Note: You can see your progress through this section by looking at the progress bar at the top of the screen.

Mailing Address

If your mailing address is the same as your home address, just check the box that says that..

If not, please fill out the information for your mailing address and then click on *Save and Continue.*

Parent Information

Click on Add New Parent and enter the information for this parent. Everything marked with an * is required. If the parent lives at the address you have entered for the student, check the box at the bottom of the screen. Otherwise, enter the correct address.

Note: On the next screen, please make sure the correct mailing address is entered. We send progress reports and report cards home through the mail. We understand that some parents who don't live locally would also like these sent to them. Just enter their mailing address and we will make sure the reports are sent.

Employment Information

The employment information is not required, but it does help us locate you if there is an emergency. If you are unemployed, that information can also help us receive grants and funding, so we really appreciate you filling this section out.

Click *Save and Continue*

Parent Contact Information

Please enter all the contact numbers as you have...cell, home landline, work, etc. Once you have entered all of the contact numbers, please select which one is the primary number. This will be the number that will be dialed when automatic messages are sent out by the district in case of inclement weather, emergency closures, changes to bus routes, etc.

Click *Save and Continue*

Parent Contact Information

Please enter all the contact numbers as you have...cell, home landline, work, etc. Once you have entered all of the contact numbers, please select which one is the primary number. This will be the number that will be dialed when automatic messages are sent out by the district in case of inclement weather, emergency closures, changes to bus routes, etc.

Also, please enter your email address. This is a great way for parents to communicate with you.

Click *Save and Continue*

Military Status

If this parent is or has ever been active in any of the military branches, please add that information here.

Additional Parents

Continue to add all additional parents and contact information so the school has updated mailing addresses and phone numbers for all parents or guardians.

Emergency Contacts

At least two, but no more than four, emergency contacts are required, along with telephone numbers. These contacts are used in the even we cannot get a hold of you and your child is injured or ill.

Adding Students

You will now need to start entering students. Click on *Add a New Student.*

Student Information

Enter the student's legal first name, middle name and last name. If the student does not have a middle name, please check the box. Enter the gender, birthdate and grade that your student will be entering. Next, pop up the next menu item and it will give you a list of parents that you have entered. Choose the parent that this student lives with primarily. This will automatically choose the correct home and mailing address.

Note: if your student prefers to go by something other than his or their legal name, please enter that at the bottom of the screen.

Click *Save and Continue.*

Birth Information

Please enter the student's birth country and city. From the pop up menu, choose the method from which you have documentation of their birth.

Note: you will have to upload or scan a copy of this documentation later before your student will be registered.

Click *Save and Continue.*

Student Phone Number & Internet Access

If your student has a cell phone number, and we have your permission to contact him or her, please enter that number on this screen.

Next, we have a few questions about this student's access to technology and internet. Please answer these so we have current information on file for online learning.

McKinney-Vento

Students who are sharing housing with others, due to economic hardships or similar reasons...or have been living in hotels, campgrounds or trailer parks due to the lack of adequate housing are considered homeless under the McKinney Vento Act and qualify for some assistance such as free meals at school, some school supplies, etc.

Parental Rights & Emergency Closure

Please select the boxes that will give each parent you have listed the parental rights they are allowed.

Next, choose one of the Emergency Closure Plans should we have to suddenly close school and get the students off of the grounds. If you have additional information, you would like to give us, please type that into the box at the bottom.

Click *Save and Continue*

Emergency Contact

Please choose the relationship that the emergency contacts you have listed are to this student. We are assuming that if you have listed them here, we have permission to release your student to them.

Click *Save and Continue*

Contact Order

Drag and drop the parents, guardians and emergency contacts in the order you would like them to be contacted in the even of an emergency.

Click *Save and Continue*

Student Ethnicity

Please select the student's ethnicity and race.

Click *Save and Continue*

McKinney-Vento

Students who are sharing housing with others, due to economic hardships or similar reasons...or have been living in hotels, campgrounds or trailer parks due to the lack of adequate housing are considered homeless under the McKinney Vento Act and qualify for some assistance such as free meals at school, some school supplies, etc.

Language Spoken at Home

Please fill out all of the information regarding what language is spoken at home. We want to make sure we are communicating effectively at all times to all parents.

Medical Information

Enter the name and contact information of your physician and the hospital you would prefer your child be taken to, should an unfortunate event arise.

Also, please answer the questions at the bottom of the page regarding dental screenings and choose today's date.

Click *Save and Continue*

Health Conditions

If your child has any health conditions we should know about, i.e. asthma, allergies, diabetes, ADHD, etc. please add those conditions on this screen. The more we know about your child, the better we can help him or her through their education.

Click *Save and Continue*

Medications

Please list any medications that your student takes, whether at home or at school.

Note: If your student needs to take medication at school, this medication needs to be brought to the office by a parent or guardian (in the original container) and one of the office staff, along with the parent or guardian, will count the medication together. When the students needs to take the medication, he or she can come to the office and the office staff will get the medication out of the safe for him or her. This is done discretely to protect the confidentiality of the student.

Click *Save and Continue*

Immunizations

Enter all of the immunizations your student has already received, and the dates those immunizations were given.

Note: You will be required to upload proof of these immunizations before your child is registered.

Click *Save and Continue*

Information Release

Please select what kind of information we are allowed to release for your student. If you select that they are allowed to be interviewed, etc., that means that they are also allowed to be photographed. This would be for instances such as the newspaper, the website, etc. If you only want them to have permission to be photographed and not interviewed, select the second option.

Click *Save and Continue.*

Previous School Attended

If your student attended a different school than Nestucca Junior Senior High or Nestucca Valley Elementary School last year, please list that school on this screen.

Click *Save and Continue.*

Suspension/Expulsion

Let us know if this student has ever been suspended or expelled from school.

Click *Save and Continue.*

Special Education

Has your student ever been tested for an IEP or 504, or do they already have an IEP or 504?

Click *Save and Continue*

Transportation

If your student needs to ride the bus to school, or needs to occasionally ride the bus, please select the box and the screen to the right will populate.

If your child is old enough to be responsible for him or herself, just put self in as the responsible person. If you want to make sure someone is there for your child to meet when he or she gets off the bus, please list that person and their phone number.

Click *Save and Continue*

School Selection

In the pop up menu choose which school this student will be attending.

Click *Save and Continue*

Additional Students

If you have additional students in your family, click add new students and continue going through the screens until all of your students are signed up.

Click *Save and Continue.*

Documentation

You will need to upload a photo, scan or deliver hard copies of this student's birth certificate, immunizations and proof of residency (electricity bill, cell phone bill, etc.)

Note: Your student's registration will not be accepted until all of these documents are received at the school.

Click *Save and Continue.*

Review

Click on the review button and go through all of the information. At the bottom of the screen, once you have reviewed the information, there is a checkbox for you to attest that you have reviewed all of the information and are ready to submit your student(s)' registration.

Note: You will receive a confirmation email that the registration has been submitted. Once your registration has been accepted, you will receive another email.