

# Website Login Instructions

[www.montessoriradmoor.org](http://www.montessoriradmoor.org)

[www.radmoor.org](http://www.radmoor.org)

The safety and privacy of our families are paramount. Our website's content which includes photos, classroom blogs and other sensitive information is restricted by a password. All of our parents must create a login and password to view the restricted pages of the website. Each person requesting login is being reviewed to ensure that only current Radmoor parents are granted this access. Every June as some of our families leave the school, we delete those accounts from the authorized users of the restricted content.

To create parent login, please follow the instructions below:

1. Click on the link <http://montessoriradmoor.org/restricted-access/> (or copy and paste into your web browser)
2. Click the second tab "**Parent Registration**" and fill out your profile
3. Under "**Create User Name**" create a memorable user name
4. Under "**Student Name**" type your child's name. Just one is fine if you have multiple children at the school.
5. Click "**Submit Form**"

You will immediately get a confirmation email with your User Name and Password. Within 48 hours, you will receive a follow up email confirming your request has been approved and you will be able to access the website at that point.

If you want to **change your password** after you login click on "**Update Profile**" tab on the login screen.

Note: our website is best viewed on browsers other than Internet Explorer.