

Spring, 2019

Dear Parent or Guardian,

We are excited to welcome you to log into OnBrooks, our student information and learning management system!

From this platform, you will be able to do the following:

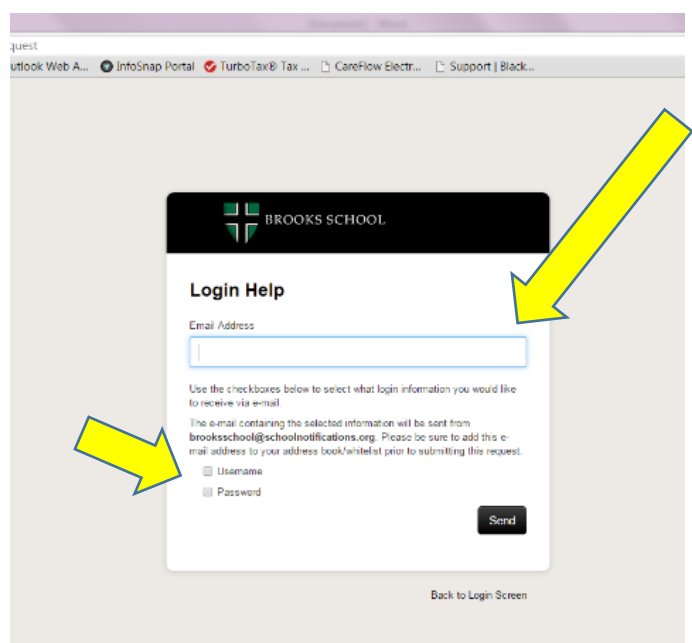
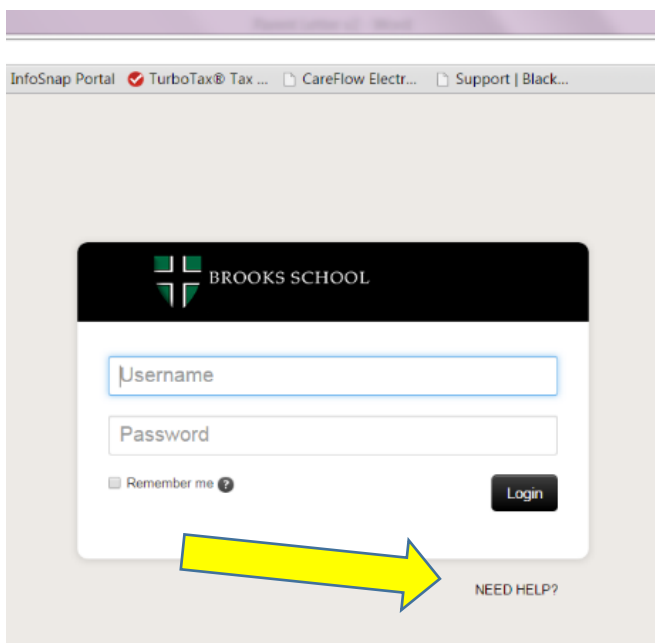
- Download student summer registration forms
- View your student's academic schedule (when ready) and report cards (during marking periods)
- Access the online employee, parent and student directories
- Access more information about Brooks life

The link to access OnBrooks is: <https://brooksschool.myschoolapp.com/>

Log-In Information: *Each parent/legal guardian is assigned a unique and individual log-in associated with an email account that provides parent access to this system. Your student has their own account.*

Username: The email account you have on file with Brooks School.

Password: Click the OnBrooks link and select NEED HELP at the bottom of the log in screen. Enter your email address and check the password box – the system will send you a password to your email*. Use your email username and your password to enter OnBrooks. You will be prompted to change your password when you log in the first time. *Note: If you do not receive a password email in your email box, please check your spam filter.



- Upon entry to OnBrooks you will land on the Resources Tab. We encourage you to explore the details found here.
- Click on **Groups** and select **School Registration** to begin the new-student process or any other group you are a member of to gain more information about the specific topic area.

If you have any questions, need help with your log-in or would like additional assistance, please contact me for support.
Thank you, and welcome to OnBrooks!

Lisa Saunders

Registrar, Director of Administrative Computing, OnBrooks Site Manager

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