Dear New ECCES Parents,

Parent Council and ECCES Administration are excited to let you know we have recently introduced ParentSquare to communicate with our families. ParentSquare provides a simple and safe way for everyone at school to connect (e.g. classrooms and groups such as the parent council).

With ParentSquare you’ll be able to:

- Receive all school and classroom communication via email, text or the ParentSquare app.
- View the school and classroom calendar and RSVP for events.
- Easily sign up to volunteer for classroom events/activities and for parent-teacher conferences.

Activating your Account

The week prior to your child’s start date, you will receive an email invitation to join ParentSquare. Please click the link to activate your account. It takes less than a minute.

You can use ParentSquare on any device. You can download the free mobile app for Android or iOS and you can also use it from a computer at: www.parentsquare.com. If you decide not to engage with the app or on the computer, you will continue to receive communications by email!

On the back of this letter, you have received the guidelines for use for all parties. All parents will be added to ParentSquare, if they have an active email address with the Center.

*ParentSquare is a local company that is used by many districts and centers, including the Santa Barbara Unified School District. If you already had an account, ECCES will be added to your existing account.

Thank you so much and we look forward to connecting using this new tool!

Parent Council
ParentSquare is a tool that allows for enhanced communication between teachers, parents, and school staff. In order to ensure that the ParentSquare tool is used effectively and appropriately, all participants must follow these guidelines:

1. Always be respectful, professional and abide by the ParentSquare terms and conditions (https://ParentSquare/com/about/terms). If you notice any inappropriate or offensive content please notify a Program Coordinator or office staff member immediately.

2. Only use ParentSquare for center-related postings.

3. The Translation feature of ParentSquare should be used cautiously and with its limitations in mind. Clicking TRANSLATE will translate the post into English and Spanish to be delivered to ALL parents in your classroom/group, unless the parent has selected an alternate language. If an alternate language has been selected by a parent, the text will be translated into English and their selected language. ParentSquare uses Google Translate to perform all translations. As with any computer generated translation, the results may be inaccurate or potentially offensive. ParentSquare ONLY allows for editing of the Spanish translation.

For Parents:
1. Parents should note that while ParentSquare does allow personal message communication with teachers and other Center staff, in-person messages are still the preferred method of communication.

For Parent Council Members:
1. ParentSquare use is primarily designed to coordinate and encourage participation in Parent Council/Center activities, including but not limited to: lunch for teachers, class projects, and other center-sponsored events.

2. Any off-site activities organized by Parent Council need to include the following statement: This activity is being planned by the Parent Council and is not an official activity of ECCES or UCSB. You are responsible for the safety and supervision of your child(ren).

3. In the event that a Parent Council member receives a message from a parent regarding a program/classroom question, issue or concern, a Parent Council member will forward that communication to a Program Coordinator to ensure that the issue is addressed and resolved in a manner consistent with ECCES process. This process includes talking to the teacher and/or communicating with the Program Coordinators and Director as needed. Parent Council members can also play an important role in encouraging and supporting families to directly pursue resolution.

For Teachers:
1. Teachers should utilize ParentSquare to communicate with their families.

2. Teachers should discuss with their Program Coordinator any posting with content that may not be well-received.

3. Teachers should be mindful to emphasize quality over quantity when posting in ParentSquare. Keep in mind that families will also be receiving school-wide messages and messages from Parent Council. If individual families would prefer additional communication consider sending a direct message to these families.