

Dear Prescott Parents,

Thank you so much for patiently waiting for the email to arrive from our website developer to verify your email. If you have not yet received a verification email, you are now able to send one to yourself using the Newsletter box on our website.

Below is a set of simple instructions that you can follow to verify your email **to ensure you continue receiving updates from the school.**

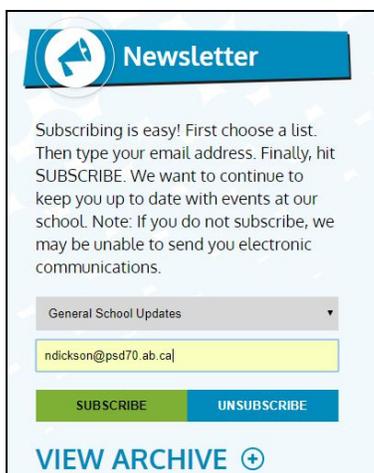
If you have any questions, please do NOT hesitate to contact us as the school.

Thanks again for your patience!

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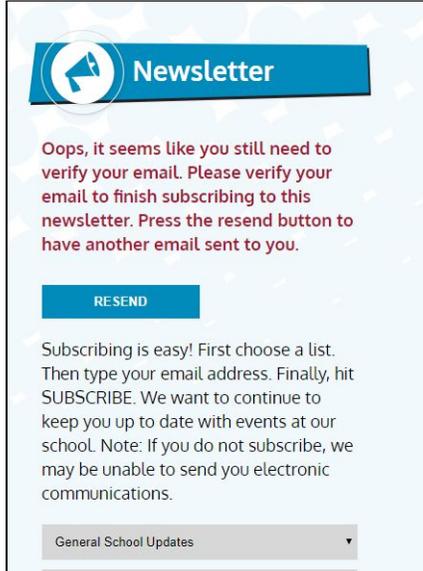
Verification Steps:

1. Go to prescott.psd70.ab.ca, and scroll down to the Newsletter/Subscribe box.
2. **Enter your email address** and choose "General School Updates" from the drop down menu and hit **"SUBSCRIBE"**

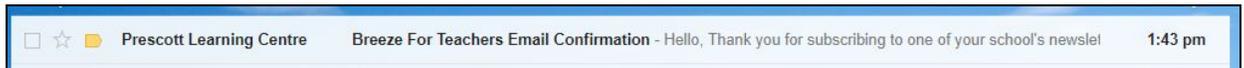


The screenshot shows a 'Newsletter' subscription form. At the top left is a blue circular icon with a white envelope and a checkmark. To its right is a blue header bar with the word 'Newsletter' in white. Below the header is a light blue box containing the following text: 'Subscribing is easy! First choose a list. Then type your email address. Finally, hit SUBSCRIBE. We want to continue to keep you up to date with events at our school. Note: If you do not subscribe, we may be unable to send you electronic communications.' Below this text is a dropdown menu with 'General School Updates' selected. Underneath the dropdown is a yellow text input field containing the email address 'ndickson@psd70.ab.ca'. At the bottom of the form are two buttons: a green 'SUBSCRIBE' button and a blue 'UNSUBSCRIBE' button. Below the buttons is a blue link that says 'VIEW ARCHIVE' followed by a plus sign icon.

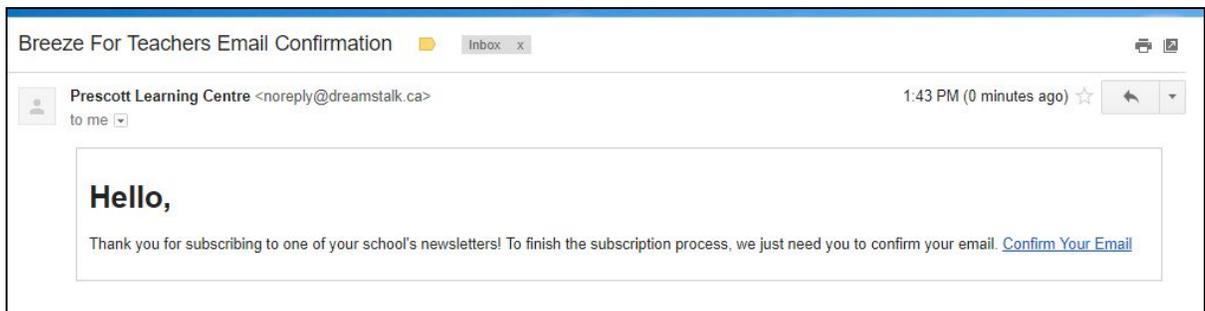
- If you have subscribed to this list previously you should get a message in **red**. Hit the **“RESEND”** button. This should send a verification email to the address you typed into the box.



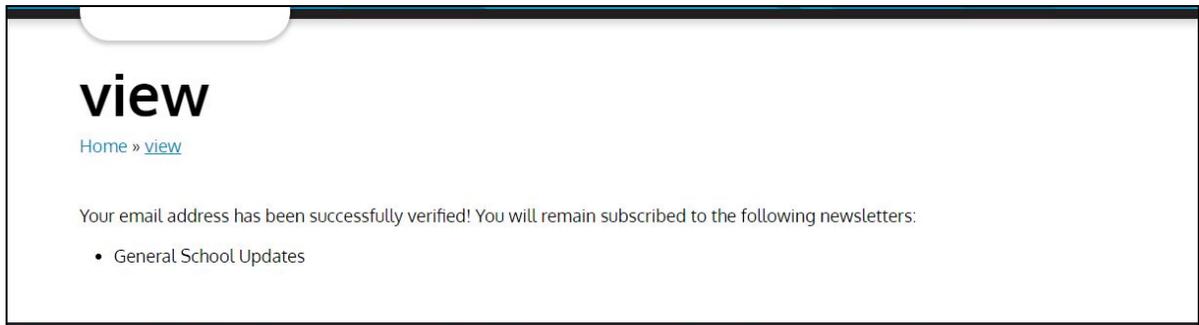
- Go to your email. You will be looking for a message from "Prescott Learning Centre" with the subject **“Breeze for Teachers Email Confirmation”**. (See below)



- Click on the **“Confirm Your Email”** link in this email. You will now be verified. **If you can't find the email, click the RESEND button again to resend.** You should also take a look in your spam folder. (Below is a screenshot of the email)



- You will receive this message on your screen indicating that you have now verified your email address.



Other Important Details:

*The verification emails will be sent from our developer's address, "noreply@pathfive.ca", regardless of whether you received one automatically or if you sent one to yourself. Please **add "@pathfive.ca" addresses to your safe senders list to help ensure you receive the email.**

Please Note:

*Verifying your email address in this manner will allow you to **continue to receive commercial electronic messages from the school** (as per Canada's Anti-Spam Legislation).

Our website's email update subscription service is separate from PowerSchool, so you will continue to receive important non-commercial messages (e.g. registration information) via email even if you have not verified your email address.

****All student information will need to be verified ONLINE via the Parent Portal after April 1st, 2018. Please click [here](#) for more information about the online verification and registration process.

Data Verification/Bus Registration is Easy (Returning Students)

1. Make sure you have a PowerSchool Parent Portal account. (Contact the School Office if you do not have access to Powerschool)
2. Watch your inbox beginning April 1, 2018 from an email from "**PowerSchool Registration Support**" <noreply@noreply.psrupport.com> and follow the instructions.

(Note: you will receive one email for every student you have enrolled in a Parkland School Division school.)