How to access parent information



\* BELLE DANCE TEAM\*

* Log on to [www.charmsoffice.com](http://www.charmsoffice.com/)
* Locate the “PARENT/STUDENT LOGIN” section of the web page.
* Login to your child’s program account using the following login:

\_\_\_\_\_\_\_\_\_\_\_\_\_BellaireBelles\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* This will bring up the main parent page:
* When you enter your child’s School ID NUMBER, \_\_\_\_\_\_\_\_\_\_\_\_\_\_ another more detailed screen appears with even more options to view your student’s records, {$ Icon} forms and inventory. Enter your child’s ID FIRST – then you may create your own, unique password by clicking on the “**keys** icon”
* Area in which you can help the director maintain her records:
  + **Student information form** - you may help make changes to your child’s **student information page** (such as updating phone numbers and email addresses if they change) to help the teacher communicate with you more effectively. Please include birthday.
* You may click on calendar and see upcoming events and belle birthdays. (must update information)
* Most importantly, the parent page assists both you and the teacher to communicate with each other.

If you have trouble logging in, e-mail [cdenman@houstonisd.org](mailto:cdenman@houstonisd.org) and explain the situation.