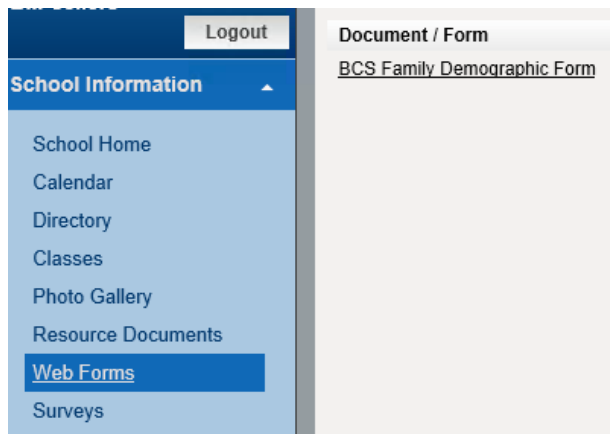
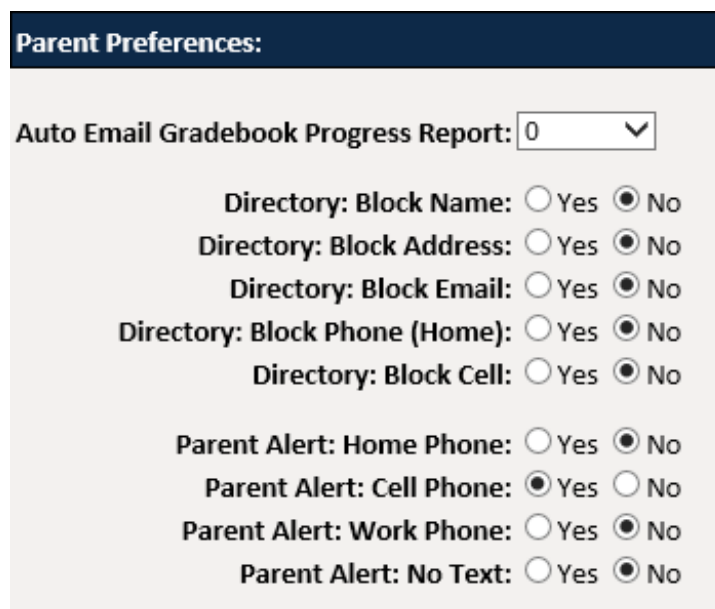


How to update your RenWeb Parent Information

1. Log into RenWeb by using the link below or the Parents' Portal on the school website. Our RenWeb School ID is **BCS-AL**.
 - a. <https://www.renweb.com/rwlogin/ParentsWeb-Login.aspx?District=BCS-AL&SchoolCode>
2. Under "School Information" click on "Web Forms".



3. Now click on the "BCS Family Demographic Form".
4. You should now see button links to the following four forms.
 - a. **Student Demographic Form** – You should see one button for each student you have.
 - b. **Custodial Parent Form** – You should see one button for each parent in your family.
 - c. **Emergency Contacts Form** – You see one button for each student.
 - d. **Transportation Form** – You should see one button for each student.
5. Please check and update each form. **After changing or adding information you need to click "Save" at the bottom of the form.** Every form submitted is manually approved by our staff and it may take up to three days for your changes to show up.
 - a. On the **Custodial Parent Form** there is a section that you can use to setup your preferences for the **RenWeb Parent Alert** system and **RenWeb School Directory**. The system defaults to the settings shown below. Please review these settings and make any desired changes as soon as possible.

A screenshot of the 'Parent Preferences' form. The title 'Parent Preferences:' is in a dark blue header. Below it is a dropdown menu for 'Auto Email Gradebook Progress Report' with the value '0' and a downward arrow. The form contains several radio button options for 'Directory' and 'Parent Alert' settings. The 'Directory' section includes: 'Block Name' (No selected), 'Block Address' (No selected), 'Block Email' (No selected), 'Block Phone (Home)' (No selected), and 'Block Cell' (No selected). The 'Parent Alert' section includes: 'Home Phone' (No selected), 'Cell Phone' (Yes selected), 'Work Phone' (No selected), and 'No Text' (No selected).

If you have questions or need assistance, please contact:

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