



## Genesis Parent Access

### How to access your child's IEP and Progress Report

These directions will explain how to access your child's IEP and Process Report via the Genesis Portal. The Genesis Portal was configured to give you access to IEP Direct's (Frontline) parent portal without having to log into two different systems to access your child's special education information.

1. Log into Genesis Parent Portal
  - a. Genesis Parent Portal URL - <https://parents.tenafly.k12.nj.us/genesis/sis/view?gohome=true>
  - b. If you do not know your Genesis login or have issues logging in please email: [techsupport@tenafly.k12.nj.us](mailto:techsupport@tenafly.k12.nj.us)
2. Go to **"Student Data"** and then the **"Summary"** tab

Parents are expected to review the **Acceptable Use of Computer Networks/Computers and Resources 2361**, with their children, noting that it will be reinforced in school and that by logging on, students will acknowledge the agreement. This document can be found on the Tenafly Public Schools Website, under *Board of Education > Policy/Regulation*. If the following message appears on your computer screen when attempting to acknowledge a document "This website is using a scripted window to ask you for information. If you trust this website, click here to allow scripted windows...." be sure to click and type YES.

3. At the bottom of your child's summary you will see a **"Click here to see IEP Documents"** button

This Week	M	T	W	R	F
Attendance	-	-	-	-	-
Assignments	<a href="#">0</a>	<a href="#">0</a>	<a href="#">0</a>	<a href="#">0</a>	<a href="#">0</a>


Notify Office

[Click here to see IEP Documents](#)




4. Then choose the “Individual Education Program (IEP)” document or the “IEP Progress Report” document.
5. If you receive the following pop-up message - Click “Ok”.


**PARENT PORTAL**



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**Documents**


Individual Education Program (IEP) ▶


IEP Progress Report ▶


6. Click on Individualized Education Program to see available documents\*

**PARENT PORTAL**



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**Documents**



Individual Education Program (IEP) ▼

Published Date	School Year
September 07, 2023	2023 - 2024
June 02, 2023	2022 - 2023
September 17, 2021	2021 - 2022
May 26, 2021	2020 - 2021
June 12, 2020	2019 - 2020
May 31, 2019	2018 - 2019




7. Click on IEP Progress Report to see available documents\*


**PARENT PORTAL**



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**Documents**

 Individual Education Program (IEP) ▶

 IEP Progress Report ▼

Marking Period	School Year	Published Date
March	2022 - 2023	March 24, 2023
December	2022 - 2023	December 19, 2022
November	2021 - 2022	December 16, 2021
December	2019 - 2020	December 03, 2019
June	2018 - 2019	June 21, 2019

\*Please note in this portal, the above “Published Date” is the date the IEP and/or Progress Reports were pushed out to the parent portal. Check your IEP for the dates of service.\*