ParentSquare: Parent & Guardian Quick Start Guide

Carbondale Area School District | Simple Steps to Get Connected

STEP 1 | Find the District Invitation Email

The Carbondale Area School District will send a ParentSquare invitation to the email address on file for your family. **Start with this email before downloading the app.**

1. Open your email and look for an invitation from **ParentSquare** on behalf of the district.
2. If you do not see it, check your **Spam** or **Junk** folder.
3. Open the invitation and select the account activation link or button.
4. Follow the prompts to verify your contact information and activate your account.

STEP 2 | Download the ParentSquare App

On your phone, open the **Apple App Store** or **Google Play Store**, search for **ParentSquare**, and install the app. You can also use ParentSquare in a web browser.

STEP 3 | Sign In

Open the app and sign in using the email address or phone number associated with your district account. Follow any verification prompts.

STEP 4 | Read School Updates

Check your ParentSquare feed for school announcements, reminders, and information from teachers and staff.

STEP 5 | Send a Message

Select **Messages**, choose a teacher or staff member (if available), type your message, and tap **Send**.

STEP 6 | Set Notifications and Language

Open your account settings to choose notification preferences and your preferred language.

SCAN TO OPEN PARENTSQUARE
Point your phone camera at the QR code and tap the link.

Need help? If you did not receive the invitation email or cannot activate your account, please contact your school office.

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