# Plainview-Old Bethpage Central School District



Child Care 33 Bedford Rd, Plainview, NY 11803 Ms. Cheryl Dender Child Care Director E-mail: cdender@pobschools.org Office: (516) 434-3124

Dear Parents / Guardians:

We are excited to announce that we are now offering the convenience of online registration through FamilyID (www.familyid.com).

FamilyID is a secure registration platform that provides you with an easy, user-friendly way to sign registration forms, and helps us to be more administratively efficient and environmentally responsible. When you register through FamilyID, the system keeps track of your information in your FamilyID profile. You enter your information only once for each family member for multiple uses and multiple programs.

#### **REGISTRATION PROCESS:**

A parent/guardian should register for FamilyID by visiting this link: <u>http://tinyurl.com/pobchildcare</u>

# FOLLOW THESE STEPS TO CREATE A FAMILYID ACCOUNT:

- 1. Click on the link provided above which will bring you to the POB Child Care page.
- 2. Next click on the blue *Create Account* button. If this is your first time using FamilyID, click *Create Account*.
- 3. *Create* your secure FamilyID account by entering the account owner First and Last names (parent/guardian), E-mail address and password. Select *I Agree to the FamilyID Terms of Service*. Click *Create Account*.
- 4. You will receive an email with a link to activate your new account. If you do not see the email, check your E-mail filters (spam, junk, etc.).
- 5. Click on the link in your activation E-mail, which will log you in to FamilyID.com

# FOLLOW THESE STEPS TO REGISTER FOR CHILD CARE:

- 1. Visit the above link to access the Child Care registration forms.
- 2. Select the form for the building where your child attends school.
- 3. If prompted, login to FamilyID utilizing the account you created above.
- 4. Once in the registration form, complete the information requested. All fields with a red\* are required to have an answer.
- 5. Click the *Continue* button when your form is complete.
- 6. Review your registration summary.
- 7. Click the blue *Submit* button. After selecting **Submit**, the registration will be complete. You will receive a completion email from FamilyID confirming your registration.

At any time, you may log in at <u>https://www.familyid.com</u> to update your information and to check your registration(s).

To view a completed registration, select the **Registrations** tab in the blue menu bar at the top of your screen.

#### SUPPORT:

- If you need assistance with registration, contact FamilyID at: support@familyid.com or 781-205-2800 x1.
- Support is available 5 days per week, Monday through Friday, and messages will be returned promptly.