Sapphire: Parent/Guardian Account Application

Go to the ESASD Website: **https://www.esasd.net/**
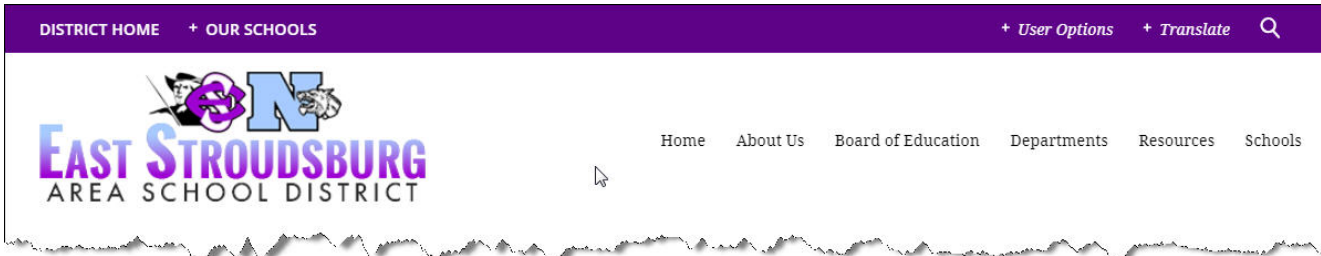
Scroll down and click the "**Sapphire**" link.
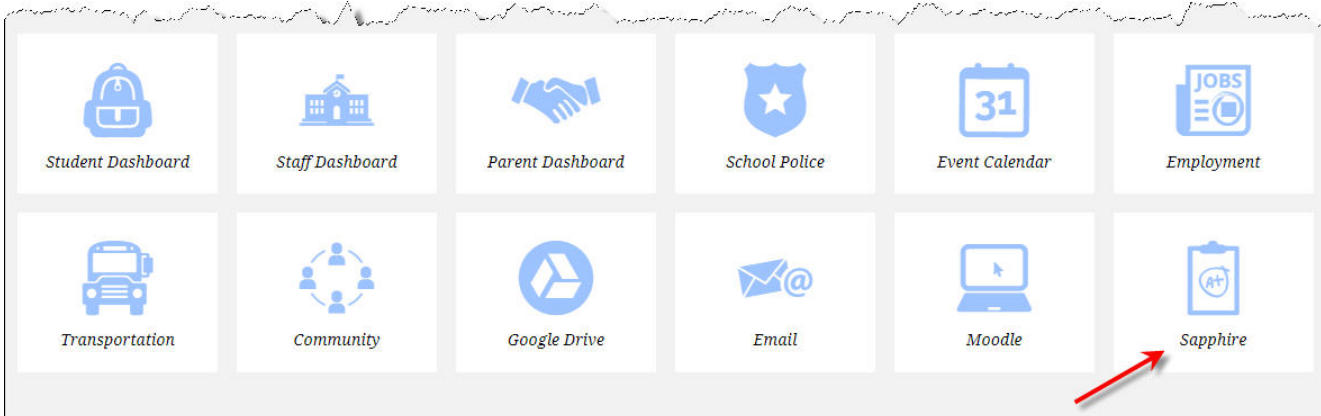
On the Sapphire "**Welcome**" screen, click "**Community Portal**".

WELCOME to the Sapphire Suite

Sapphire Suite ◢

Sapphire Software is an internet based, state-of-the-art administrative tool designed by K12 Systems.

The modules in the Sapphire Suite bring together information from school administrators, teachers, nurses, and office staff, allowing them and parents real-time access to student progress and school information anytime and anywhere they have access to the internet. Students with access to the Community Portal also can view their personal progress and school information.

Click on an image to get started.

Community Portal ◢

SchoolNurse Health System ◢

On the "**Community Web Portal Welcome**" page, click "**Create a Web Portal Account**".

The "**Sapphire Community Web Portal User Agreement**" will be displayed. Read the agreement.

Sapphire Community Web Portal User Agreement

The Sapphire Community Web Portal ('Portal') is intended to provide a safe and secure environment for the East Stroudsburg Area School District community to communicate easily and effectively with parents, students and school district employees. The Portal is made available to all students, parents, and school district employees and will provide qualified users with a variety of services.

The smooth operation of the Portal relies in part on the proper conduct of the users who must adhere to strict guidelines administered by K12 Systems, Inc. and the East Stroudsburg Area School District. The District's Acceptable Use Policy and the guidelines outlined below must be followed. Efficient, ethical, and legal utilization of the portal resources are required. Parents and students will adhere to the laws, policies, and rules governing the Portal including, but not limited to, the District's Acceptable Use Policy, copyright laws, rights of software publishers, license agreements, and student rights of privacy created by federal and state law, District rules, policies and agreements, and Internet service provider agreements.

In response for the privilege of accessing the East Stroudsburg Area School District Community Web Portal, every parent/guardian is expected to act in a responsible, ethical and legal manner. **Parents are required to adhere to the following guidelines:**

Requirements:

1. *Parents will not share their user identification, password(s) and Personal Identification Number (PIN) with anyone.*

At the bottom of the agreement, make sure "**Parent Account**" is selected.
Click "**Yes**" to confirm that you have read the agreement.
Click "**Continue**".

...child... or you may post a question through the Community Web Portal.

You will receive an email when your Community Web Portal User Account is ready for use. Be sure to check your spam filter if necessary.

Select the type of account you are applying for: | Parent Account ▼ |

I have read and agree to the above policies.

Yes ⦿
No ○

| Continue> |

The "**Sapphire Community Web Portal Application**" will be displayed.
Fill out the application.
Click "**Save Form and Continue**".

Sapphire Community Web Portal Application

School District: East Stroudsburg Area School District
Current School Year: 2019
Contact Name: Your Child's School Office

Family Information

Applicant

	(first)		(last)		(Parent, Guardian, Custodian, Foster Parent)
Name:*	Jane		Doe	Relation:*	Parent

Address 1:* 1 Any Street

Address 2:

City:* MyCity   State:* Pennsylvania ▼

Zip Code:* 11111

Home Phone:* (570) 111-1111   Work Phone: Cell Phone:

E-Mail:* jane-doe@ISP.com
Did you mean jane-doe@msn.com?

Children Information

	First Name*	Last Name*	Date of Birth* mm/dd/yyyy	Grade*	School*
Child 1	John	Doe	01/25/2014	1	Bushkill Elementary ▼
Child 2					▼
Child 3					▼
Child 4					▼
Child 5					▼
Child 6					▼

Login Information (You will be required to know your Username, Password, and a system-assigned PIN to access to your child's information.)

Username:* jane-doe

Password:* •••••

Confirm Password:* •••••

Sample Security Questions: In what city or town was your first job? ▼

Security Question:* In what city or town was your first job?

Security Answer:* Philadelphia

* Indicates required fields

Save Form and Continue ⟵

The confirmation page will be displayed. Click where indicated to print it.

Click here to PRINT FORM

Thank you for completing the registration form.

An email will be sent to you once your application has been reviewed and appoved. This email will contain your Personal Identification Number(PIN). Use the new (PIN) number to log in to the Sapphire Community Web Portal.

Sapphire Community Web Portal Application

School District: East Stroudsburg Area School District
Current School Year: 2019
Contact Name: Your Child's School Office

Family Information

Applicant

	(first)	(last)	(Parent, Guardian, Custodian, Foster Parent)

Name: Jane   Doe   Relation: Parent
Address 1: 1 Any Street
Address 2:
City: MyCity   State: PA
Zip Code: 11111
Home Phone: (570) 111-1111   Work Phone: _____   Cell Phone: _____
E-Mail: jane-doe@ISP.com

Children Information

	Student Name	Date of Birth	Grade	School
Child 1	John Doe	01/25/2014	1	Bushkill Elementary

Login Information

Username: jane-doe