



Cranford Public School District

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Returning student registration/data validation system

August, 2025

Dear Parents and Guardians,

The District continues to use PowerSchool Ecollect Forms for returning student registration for the 2025-2026 school year. You will use the PowerSchool Parent Portal to access these forms in the system.

We would appreciate families completing these forms before September 4, 2025. Your child's registration/data validation **MUST be completed and **ALL** forms must be submitted for the upcoming school year to ensure that your child's records are accurate and up to date.**

During the Returning Student Registration procedure, all data needs to be updated / verified for accuracy as it is linked to PowerSchool. If you have a child who newly enrolled with the district this summer, please check your information for accuracy.

The following forms will be completed / updated online:

- Student Emergency Cards (Emergency Contact Information)
- Dismissal District Policy Release
- Handbook/Code of Conduct Acknowledgement
- Medical Release
- NJ Family Care Release
- Family Educational Rights and Privacy Act (FERPA)
- Children's Online Privacy Protection Act (COPPA)
- Media Release
- Internet Safety and Technology/Telecommunications Acceptable Use Acknowledgement
- Family Life Education and HIV/AIDS Curriculum Exclusion Request
- Recruitment Release
- Electronic Signature

If you need assistance please email cps-tech@cranfordschools.org

1. Open your Web browser to your school's PowerSchool Parent Portal <https://cranford.powerschool.com/public>

The Log in page appears- Please Sign In using **Parent Portal Account**

-  PowerSchool

John Bob Chris Grace

Navigation  Grades and Attendance Standards Grades

- 
- Forms




PowerSchool SIS

Kyra

Stella

Ian

Ryan

Samantha

Alerting



SwiftReach SwiftK12

Navigation



Grades and Attendance



Grade History



Attendance History



Email Notification



Teacher Comments



Forms

Grades and Attendance:

Grades and Attendance

Standards Grad

Exp	Last Week					This Week				
	M	T	W	H	F	M	T	W		
1(A-D)										
1(A-D)										
2(A-D)										
2(A-D)										

- Click on the form title to open the form.



School Form Listing for

General Forms | Class Forms | Enrollment | Student Support

Search forms...

Annual Update	
Agreements	☐ Not Started
Dismissal Questionnaire	☐ Not Started
Family Life Education and HIV/AIDS Curriculum	☐ Not Started
Media Release	☐ Not Started
Policy Release	☐ Not Started
Reunification / Early Dismissal	☐ Not Started



PowerSchool SIS

Kyra | Stella | Ian | **Ryan** | Samantha

Alerting | Agreements | Dismissal Questionnaire | Family Life Education and HIV/AIDS Curriculum | Media Release

- Enter the information requested by the online forms

Student Contacts Update

Student Contacts Update

List neighbors or nearby relatives who will assume temporary care of your child(ren) if you cannot be reached. Other local person(s) who have agreed to take your child in the event of illness, emergency, early dismissal or if I am not a home when my child arrives there, he/she should go to the home of one of the following neighbors with whom I have made arrangements.

Parents/Guardians and Emergency Contacts *

Please use the table below to review and make any updates to your student's existing parent/guardian and emergency contact information. You may also add new parent/guardian or emergency contacts, if you wish.

- Once you have finished entering your information, click "Submit."

Save for Later  Submit

Parents/Guardians- Using the PowerSchool Mobile app to complete the forms

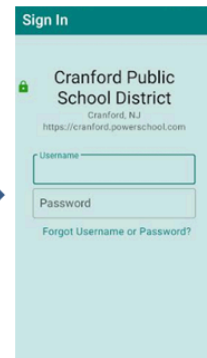
1. Download and install the PowerSchool Mobile app



2. Open the app. The 4-digit District code is **WTHQ**. Enter the code and click Continue.



3. Log into the Parent Portal



4. To get to the Forms, click on the More menu at the bottom of the cell phone screen

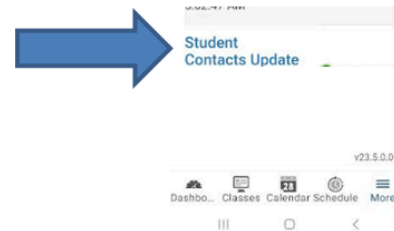


5. Click Forms



6. Click on the form title to open the form.

7. Complete the necessary information and click 'Submit'.



FAQ

I can't remember my login for the PowerSchool Parent Portal.

If you forgot your password, click on the Forgot Password or email powerschoolsys@cranfordschools.org.

Do I have to answer all the questions?

Questions marked with a red asterisk (*) are required.

What if I make a mistake? If you would like to make a change, prior to submitting the form, you can navigate back to the page and make changes. If you have already submitted the form, then you will need to contact your student's school, so they can make the changes for you.

I've completed the form, now what?

Once you have finished entering your information, click "Submit." This will send all of the information you've entered to the school. If you cannot click on this button, you will need to make sure that you have answered all required questions.

What if I have more than one student in the district? Do I need to do this for each child?

Yes, because you'll need to provide information that is specific for each child. We recommend that you complete and submit one form and then start another.

I'm not sure how to answer a question. I don't know what the question is asking.

You can contact your school to ask any general questions about the form or you can email powerschoolsys@cranfordschools.org.

Help! I'm on the PowerSchool Ecollect Form and I'm having technical difficulties.

If you need assistance please email cps-tech@cranfordschools.org.

How do I update my information throughout the school year?

You will need to contact your student's school, so they can make the change for you.