

# Directions to Join the Noyes Database

At Peter Noyes, recycling and communication are highly important. For the last three years, all flyers were transmitted electronically, saving the PTO thousands of dollars. Please be assured that information you share with us will stay in house and not be shared with a third party. If you would like to receive announcements about things going home and events here at school, please follow the directions below to join the Noyes database. Please note that this will also allow you to join both the district and other school databases. Please make sure to check ALL applicable boxes!

**Step One:** Log onto [www.sudbury.k12.ma.us/noyes](http://www.sudbury.k12.ma.us/noyes)

Enter you e-mail address in the "Join the Sudbury Schools Constant Contact Email List" box

The screenshot shows the Peter Noyes Elementary School website. At the top, there is a banner with the school's name and address: "Peter Noyes Elementary School, 280 Old Sudbury Road, Sudbury, MA 01776 :: 978-443-1085". Below the banner, there is a navigation menu on the left with links like Home, About our School, Principal's Page, Noyes Staff, Calendar, Directions, This month's lunch menu, Noyes PTO, SERF, SSEAC, District Website, and Contact Us. In the center, there is a box titled "Join the Sudbury Schools Constant Contact Email List" with an "Email:" field and a "Join" button. Below this box, it says "Privacy by SafeSubscribe" and "To update your account information or change your subscriptions, just enter your email address in the above field and click Join." To the right, there is a "LATEST INFO & NEWS" section with links to "Summer 2009 Reading List, Grades 2-5", "Election Day Parent Pick Up Procedures", "Download the Peter Noyes School Song", "Words to the Peter Noyes School Song", and "K-5 Curriculum Guides posted". At the bottom of the page, there is a "Placement letters will be mailed out on August 18, 2009." announcement and a note that these letters will note the teacher with whom your child is assigned for the 2009-2010 school year.

**Step Two:** Fill in your family information and choose the appropriate boxes for your children. Please be sure to choose the general Noyes mailbox as well as the appropriate grade level for the district and the school. Once this is complete, you will receive a notice and will need to validate your

## Receive notices from Sudbury Public Schools

Thank you for joining the Sudbury Public Schools mailing list. We look forward to keeping you informed. To stay informed and continue receiving information from SPS, your child's or children's school, please keep your profile and email addresses current.

Your email address: [smith@aol.com](mailto:smith@aol.com)

Confirm your email address:

## Your Interests - Choose School(s) and Grade(s)

In addition to the SPS list, from which school(s) would you like to receive email announcements and emergency bulletins? Also select the grade by High School Graduation Year for child or children.

- District: 09-10 Students
- ECMS 09-10 Students
- Haynes 09-10 Students
- Loring 09-10 Students
- Nixon 09-10 Students
- Noyes 09-10 Students
- Class of 2013 (09-10 9th grade)
- Class of 2014 (09-10 8th grade)
- Class of 2015 (09-10 7th grade)
- Class of 2016 (09-10 6th grade)
- Class of 2017 (09-10 5th grade)
- Class of 2018 (09-10 4th grade)
- Class of 2019 (09-10 3rd grade)
- Class of 2020 (09-10 2nd grade)
- Class of 2021 (09-10 1st grade)
- Class of 2022 (09-10 Kindergarten)
- Class of 2023 (09-10 2nd yr of PreK)
- Class of 2024 (09-10 1st yr of PreK)
- NOYES STUDENTS - Class of 2023 (09-10 PreK)
- HAYNES STUDENTS - Class of 2023 (09-10 PreK)

## Update or complete your profile for the SPS mailing list

Please provide your information here. Items marked with an "\*" require a response for sign-up.

- \* 1st Student Name:
- \* Last Name:
- \* 1st Child Year of High School Graduation:
- 2nd child name:
- 2nd Child Year of High School Graduation:
- 3rd Child Name:
- 3rd Child Year of High School Graduation:
- Additional Children and Year of Grad:
- \* Home Phone:
- \* Address Line 1:
- \* City:
- \* US State/CA Province:
- \* Zip/Postal Code:
- Elementary School:
- \* Parent 1 first name:
- \* Parent 1 last name:

choices. Once in the system, you may edit your addresses or the groups you have joined.

Please see Kristin Moffat with any questions or further clarification. If you are NOT getting email from the School, please check your e-mail address and make sure all the appropriate boxes are chosen.

Thank you!