



FOUNDATION ACADEMY

Steps for Parents to Make Changes in Family or Student Info in RenWeb:

(Such as insurance, address, phone #, email, medical info, pickup list, etc.)

- Log in to RenWeb as **PARENT**
- Under “School” on the left, select “Web Forms”
- Pick appropriate form(s) to update
- Be sure to hit **SAVE** at bottom of form

****Note: Changes are per student – so please make updates on **EACH** student listed if the change applies to all students in the family ****