

West Linn High School

Parent Email Addresses are Very Important to us

West Linn High School's commitment to communicate with our parents is a priority. We are equally committed to use less paper. One of our main communication tools is email. We collect parent email addresses in two places.

E-Mail Addresses: We ask for your email address which is entered into our Student Database. This email address is used by teachers to send emails home to parents regarding students, field trip permission forms, etc. It is also used by the office staff to be able to email individual parents with information. If you are a returning student, log into FamilyLink-Click on Data Verification and update your E-Mail Address. If you are a new student to WLWVSD, you would have completed a Data Verification Form adding your email address at this time.

Principal's Email: Our principal will email about events, student recognition and special news.

Weekly ROAR: This is how WLHS communicates the daily student announcements, activities going on, upcoming college nights, fundraisers the students may be hosting, etc.

There are 5 of these types of listservs for WLHS, each specific to a group. You will want to subscribe to as many groups as apply to your family: You must sign up for WLHS-Homes and the specific grade level for your student(s).

WLHS-Homes	(all parents)
WLHS-Homes18	Senior parents only
WLHS-Homes19	Junior parents only
WLHS-Homes20	Sophomore parents only
WLHS-Homes21	Freshman parents only

To be on these listservs, you must go to our website at www.wlhs.wlwg.k12.or.us, click on **News**, and click on **Subscribe to our Email Listservs**. Just follow the screens from there. After subscribing, you will receive an email back to validate your information. You must reply to the final email.

If you are already on our email listservs, you will be receiving an email from the listserv, asking if you still wish to remain on the list. You must reply to that email to continue being on the listserv.

If your email address changes during the course of the school year, you will need to make changes in both places.

To change your email address in the Student Database, log into FamilyLink, click on Data Verification and update your email. Be sure to click on "SAVE."

To change your email address on the listservs, you will need to unsubscribe from the listserv with your old email address and then subscribe to the listserv with your new email address.