

IMPORTANT BAND PARENT INFORMATION!!!



Please update your information in charms as soon as possible using the following instructions. This is the online program that we use to communicate with band parents. We will send a lot of emails out throughout the year, and it is important that you get this information.

1. Go to www.charmsoffice.com
2. To the right, hover over Enter/Login
3. Click Parents/Students/Members
4. Enter "brandonbands" for school code
5. Student Area Password is your child's MSIS number (lunch number). Do not add any zeros in front of the number.
6. Click on "Update Info"
7. Update/add any information as necessary. You can also add other adults. Adults are listed at the bottom of the page. We may only have one parent listed, but another can be added. You MUST click on "UPDATE" on each page in order for the changes to be saved. You cannot change your child's group or instrument/part. If anything is wrong, email Mrs. Green.
8. If you are unable to get into charms using your child's lunch number, we may have made a mistake entering it. Please email Mrs. Green (mgreen@rcsd.ms) your child's name, grade, and lunch number. She will email you back when it is in the program correctly and you can log in.

THANKS SO MUCH FOR UPDATING THIS INFORMATION FOR US! THIS PROGRAM REALLY HELPS US KEEP YOU INFORMED OF WHAT IS GOING ON IN YOUR CHILD'S BAND PROGRAM.