

The ACRSS Parent Participation Program is a cornerstone of our school community and we are using an online participation program system called OnVolunteers.

OnVolunteers Online Participation Program System

The online software system makes it easy for parents to participate in the ACRSS Participation Program. The system automates and simplifies the participation process.

Please view this helpful video before getting started: https://youtu.be/v0igDI_mxKI

Each family will have their own unique password-protected website, aka 'portal'. From within your own portal, you will be able to:

- Easily view your assigned tasks and quickly sign up for available participation tasks.
- Automatically track tasks and associated participation hours you have signed up for, or have been assigned.
- Know your real-time verified service hours total, any time.
- Receive/send messages from and to the Category Managers regarding parent participation matters, all from within your private portal.

You can login to your parent website at the following url:

<https://www.acrss.org> – then from the home page scroll down to the bottom right hand icons and **select OnVolunteers**.

Username is: your email registered with the school - each family account was registered in the primary contact's name, which in most cases, will be the father's email. You may need to try your spouse's email address if yours is not working.

Temporary password: changeme (Important: All returning families can continue to use their passwords from the previous year. If you have never logged in before, enter the temporary password. If it doesn't work with just changeme, try adding a space before the temporary password. Press the spacebar once then type the temporary password. We strongly recommend that you create a personalized password once you have logged in, as described in the Start Guide videos (see "The first time you log in" below).

Please note parents have been provided the ability to add a second parent. If it makes it easier for you, please take advantage of this, as it will mean both parents can log in independently for one family account. Both can log hours individually (in their own name) and the hours from both parents will be automatically tallied together. In addition, it will be helpful if you edit your child(ren)'s grade.

The first time you log in, you will see a 'Start Guide' screen, this has 4 short videos that will familiarize you with your participation portal. We recommend you watch at least the 1st video, the Introduction video. This video will show you how to personalize your password (which we strongly recommend you do, for security purposes). The website is easy to use, you don't need any technical knowledge. Along with the Start Guide, there are other videos in the 'How-To' area, link on the upper right inside your portal.

In case you forget your username and/or password, use the **'Forgot your password'** function on the login page; enter the email address you registered with the school and the system will email you your username and password.

The Participation Program has already started for the year. Categories that are looking for volunteers will often show up under the People Needed panel on the OnVolunteers home page. To sign up to volunteer for a task, simply click the task in that pane and then click the Register button on the next page. Below is a screenshot of the home page and a task looking for volunteers:



Archbishop Carney HS Parent Participation

[Home](#)[Activities](#)[Announcements](#)[Messages](#)[Reports](#)

People Needed

Task	Shifts	Hours	Start	Sign up by
Route Supervision	12/36	6.00	Oct 18	Oct 16

[See Tasks by Activity >](#)[My Activities](#)[Upcoming](#)[Finished](#)

Notifications are sent out through the OnVolunteers system, which runs independently from the school's email system. **Therefore, it is each family's responsibility to ensure that the OnVolunteers system is kept updated with your current family's email addresses.** Thank you!

If you have any questions about our the participation program, please feel free to contact the Parent Participation co-ordinator at pp@acrss.org. If you have questions about the OnVolunteers system or are having trouble with the online system, please contact me at OVAdmin@acrss.org. Thank you again for your continuous support of our Participation Program.

Sincerely,

Fernando Vicente
OnVolunteers Administrator