



ST. THOMAS THE APOSTLE

Highway 18, Old Bridge, NJ 08857 732-251-4812



February 8, 2019

Dear Parents,

For the upcoming school year, we will be shifting all student medical information to a secure online database. There are many benefits to this change including less paperwork for parents to complete each year and having more accurate information that is accessible to parents and the appropriate employees at our school. The management system we have adopted is called Magnus Health SMR (Student Medical Record). As this is a web-based system, you will have continuous access to your child's health record as well as the ability to make updates when needed. You will also have the option to access the account after your child graduates.

In the coming weeks you will be receiving an email from Magnus Health providing your username and temporary password to access your child's Magnus Health SMR account. This email will also contain the link to the Magnus Health Portal, as well as a video tutorial to help you get started.

When you access the portal, you will then need to register your child(ren) for the 2019-2020 school year. There is a \$25 per child registration fee to register, paid directly to Magnus Health. You will need to enter your child's health information as well as upload any requested documents. We ask that you register your children on the Magnus Portal by **June 30, 2019**. Once the system is up and running, there will be a direct link to the Magnus Health Portal on the front page of the school website as well.

Timely submission of health information and other forms is vital so that preparations can be made prior to the first day of school. You will receive weekly reminders as long as there are outstanding items in your account. When registering, please reserve 20-30 minutes per child, depending on particular circumstances. **ALL STUDENTS MUST BE REGISTERED ON THE MAGNUS SYSTEM, no exceptions.** The good news is that you will not have to re-enter your emergency information for each child; the program will share that information with sibling profiles. We are also excited that the Magnus system will be able to handle some of the other "Back to School" forms that need to be filled out at the start of each school year.

Thank you so much for your patience and for your participation as we launch this program this year. **Please plan to complete Magnus registration for each child enrolled at St. Thomas the Apostle School for the 2019-2020 school year by June 30, 2019.** If you have any questions regarding this program, please contact Nurse Holly at nurseholly@sttaob.com, or by calling 732-251-4000 ext. 8230.

Sincerely,

Ms. Joanne Kowit
Principal

Ms. Holly Lichtenstein, RN
School Nurse