



MyCHS Login Instructions

MyCHS is The Chestnut Hill School's Parent Portal that is accessed via The Chestnut Hill School's website (www.tchs.org). **MyCHS** includes a searchable family directory, information about other programs such as Extended Day, Transportation, and Parking Rules, and news from our School Nurse, Deb Bloomberg. On **MyCHS** you can also find classroom updates from teachers of general classroom highlights and summaries of the week's activities, content covered, and experiences.

To log into **MyCHS** AND reset your password

- a. Launch any web browser (e,g, Chrome, Safari, Firefox)
- b. Navigate to www.tchs.org
- c. Click on the "**MyCHS**" tab in the upper right hand corner of the page
- d. Click the "Login" tab at the bottom of the page
- e. Click on "Request New Password"
- f. Type in your email address and then select "Email new password" Further instructions are mailed to the email address you provided.
- g. Click the link in the email
- h. Click the "login" button
- i. Create a password and repeat it in the next space
- j. Click "Save"

How to find Classroom Announcements once logged into **MyCHS**

- a. Once you are logged into **MyCHS** click on Classroom Updates/Member Groups
- b. Select the grade from the drop down menu
- c. Click "Go"

If you experience any difficulty accessing your child's grade, please contact Manager of Technology Paul Rozenfeld at prozenfeld@tchs.org.