



CARROLLTON HIGH SCHOOL

THE GOLD STANDARD

We are so excited about getting to know you better as your child participates in the high school band. We have entered all of our students into our Charms database and need your help to update the records. Charms is a Student Management System that we use to maintain information about the band and our students. This robust systems allows us to easily track things like instrument and uniform assignments, submission of required forms and much more. For parents and students it allows you to update contact information, access secured practice materials, review trip accounts and so much more.

We encourage you to spend some time and explore and get familiar with this valuable resource.

How to Access Charms:

There are several way for you to access the Charms system:

- Follow the link that is available on our band website: chstrojanband.com
- Log on to charmsoffice.com
 - Hover over the “ENTER/LOGIN” link at upper right and click the “PARENT/STUDENT/MEMBERS” option
 - On the next screen enter the School Code: **CHSTrojanBand** and then click on the “Enter Charms” button.
 - This allows you access to the main parent page, which will allow you to look at a copy of our calendar, email the staff, and access handouts and other files.
 - Here please enter your child’s School ID Number (*same as lunch account number etc.*) in the **Student Area Password** area. Once you have first entered this ID number, you may create your own, unique password by clicking on the “keyhole” (**Change Password**). From this area you can also make changes to your child’s student information page (such as updating phone numbers and email addresses if they change.
 - Please update all information as we will use this to keep you updated about our band program.

If you have any issues or questions about the Charms system, please don't hesitate to contact me at: christopher.carr@carrolltoncityschools.net

Sincerely,

Christopher M. Carr