VMHS Band & Charms!

The VMHS band program uses Charms Office Assistant to aid in communication between band directors and parents. This system offers a variety of helpful tools for you and your child to help insure that you are always up to date with band schedules and activities. With this site, you will be able to update your family information, including the email address you prefer the band directors use. If there is any personal information you not comfortable filling in, feel free to leave it blank.

The band directors will keep the following information on the CHARMS site:

- 1. Easy access to the VMHS Band Calendar
- 2. Information on events the directors need volunteers for
- 3. Easy access to email your child's band director
- 4. Easy access to forms and handouts given to your child
- 5. Easy access to the VMHS Band Website
- 6. The ability to check if your child has turned in required forms
- 7. The ability for your child to record themselves playing and submit the recording to their band director
- 8. The ability to update personal information

How to access CHARMS and update personal information:

- 1. Go to the CHARMS website at www.charmsoffice.com
- 2. Click on "LOGIN" (top right hand corner of home screen)
- 3. Click on "Parents/Students/Members"
- 4. Enter "vmhspatriotband" into the school code section
- 5. Enter your child's student ID# into the password section
 - a. The first time you login, it will prompt you to enter a new password.
 - b. If the student ID# does not work, the student may have already created a password on a previous login.
- 6. Click on "Update Info"
- 7. The first page will be your child's information
- 8. Click on "Add New Adult" to add a parent or guardian

There is a CHARMS app available on the App/Play Store. Please search for CHARMS STUDENT. It will have a blue icon that looks like this:



Please contact Mr. Molina if you have difficulties completing the personal information update:

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