



# METUCHEN PUBLIC SCHOOLS

16 Simpson Place  
Metuchen, NJ 08840

(732) 321-8700

October 13, 2021

Dear Edgar Middle School & Metuchen High School Parents/Guardians,

As you may be aware, the State of New Jersey is now requiring all schools in the state to report COVID-19 testing and vaccination data for both students and staff members. The data will be reported on a weekly basis to the NJ State Department of Health

Both Edgar Middle School and Metuchen High School will initiate the collection of information regarding vaccination status in order to most accurately report the data. For our schools to accomplish this, we are kindly requesting your assistance by logging onto the Genesis Parent Portal and providing the information requested.

Please follow the directions below to guide the updating of your child's records:

**Step One:** Log onto Genesis.

**Step Two:** Go to the Forms section and locate the **COVID-19 Vaccination Status** form.

**Step Three:** Fill out the question with the red asterisk. Next, if your child is fully vaccinated, upload a picture of the card.

**Step Four:** Click "Update Answers."

Note: If your child is not fully vaccinated, you may update the form if/when their status changes.

Please understand that, as with all student immunization records, we will maintain the student's privacy regarding this record.

Thank you, in advance, for your anticipated cooperation.

Sincerely,

Suzy Azevedo  
Edgar Middle School Principal

Edward C. Porowski  
Metuchen High School Principal