



Keep in Touch Plus is a subscription service for students, community members, and anyone in the world interested in FCPS who wants to be notified via e-mail about FCPS news, events, and updates.

Becoming a new Keep in Touch Plus subscriber

1. From the Keep in Touch (KIT) page (<http://www.fcps.edu/kit/>), click the **KIT Plus** button.
2. Click the **Join Now** button.
3. Read the Terms of Use. Click both the agreement box and the consent box.
Enter the text as shown.
Click **Proceed to Step 2**.
4. Create your account by entering your information. Fields marked with the red asterisk are required.
Note: If you opt to receive text messages (SMS), you may incur charges from your wireless service provider for each message received.
Click **Proceed to Step 3**.
5. Select your notifications by clicking the announcements you want to receive and/or the schools you want to receive information from in your subscription.
Click **Save Changes**.
6. You will receive an e-mail asking you to confirm your subscription.
Check the primary e-mail account you provided in your registration for the confirmation e-mail.
Open the message, and click the **Activate FCPS Account** link to complete the registration process
Note: You will not receive subscription messages until the primary e-mail provided has been confirmed.

You may update or cancel your subscription information at any time.

Updating your subscriptions

1. From the KIT page (<http://www.fcps.edu/kit/>), click **KIT Plus**.
2. In the Sign in area, enter your e-mail address and password and click **Log In**.
3. In the **My Notifications** area, select **Edit**.
4. Edit notifications by clicking the announcements you want to receive and/or the schools you want to receive information from in your subscription. If you no longer want to receive items, deselect the items by clicking the check marks to clear the boxes.
Click **Save Changes**.

Updating or deleting your account

1. From the KIT page (<http://www.fcps.edu/kit/>), click **KIT Plus**.
2. In the Sign in area, enter your e-mail address and password and click **Log In**.
3. In the **My Devices** area, select **Edit**.
4. To update your account information, edit the information and click **Save Changes** at the bottom of the page.

To delete your KIT account, scroll to the bottom of the page and click **Unsubscribe**.
A pop-up box will appear, asking if you are sure you want to unsubscribe; click **OK**.

Deleting your KIT Plus account will stop all subscriptions, but please note that if you have a child enrolled in an FCPS school or are an employee of FCPS, you will occasionally receive messages and/or and phone calls. Parents are kept informed of their child's unverified or unexcused absences, emergencies, and/or outreach.

It is important to keep your child's emergency contact information up-to-date with the school. Contact information may be updated at the school and through weCare@School, a feature of [FCPS 24-7 Learning](#) (Blackboard). Employees may update their contact information through UConnect.