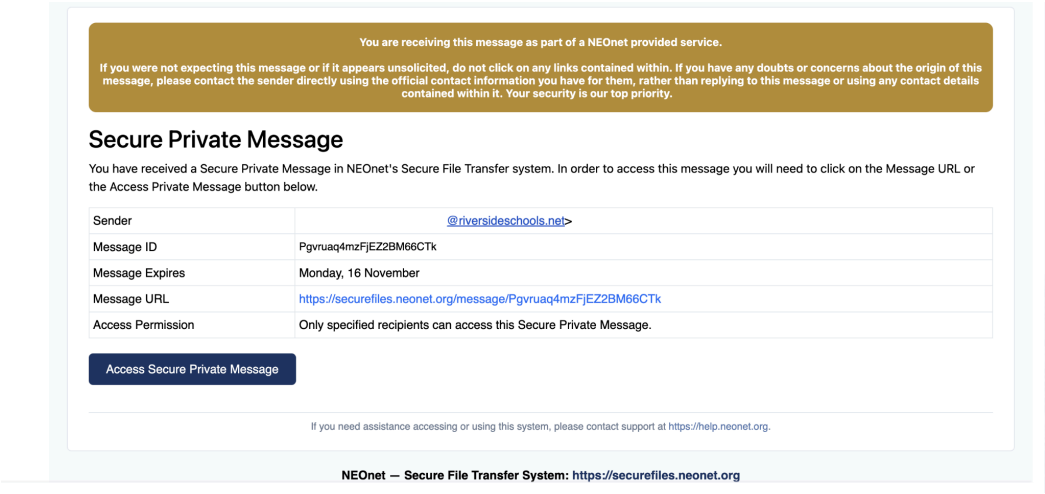
Camille Ritt
Executive Director of Student Services
Riverside Local Schools
585 Riverside Drive
Painesville TWP., OH 44077
Phone (440) 358-8207
www.riversidelocalschools.com

Dear Parents and Guardians,

I am writing to let you know that the Riverside Local School District is now using NEOnet's Secure File delivery system to share student documents—such as IEP, ETR, and Section 504 paperwork—in order to protect student data, privacy, and Personally Identifiable Information (PII). When district staff email you paperwork or reports, the message will contain a secure link rather than a traditional attachment. When you receive an email via NEOnet, you will see the following:



You are receiving this message as part of a NEOnet provided service.

If you were not expecting this message or if it appears unsolicited, do not click on any links contained within. If you have any doubts or concerns about the origin of this message, please contact the sender directly using the official contact information you have for them, rather than replying to this message or using any contact details contained within it. Your security is our top priority.

Secure Private Message

You have received a Secure Private Message in NEOnet's Secure File Transfer system. In order to access this message you will need to click on the Message URL or the Access Private Message button below.

Sender	@riversideschools.net>
Message ID	Pgvruaq4mzFjEZ2BM66CTk
Message Expires	Monday, 16 November
Message URL	https://securefiles.neonet.org/message/Pgvruaq4mzFjEZ2BM66CTk
Access Permission	Only specified recipients can access this Secure Private Message.

Access Secure Private Message

If you need assistance accessing or using this system, please contact support at https://help.neonet.org.

NEOnet — Secure File Transfer System: https://securefiles.neonet.org

The email may look a little unfamiliar, but please know it is safe to open by clicking Access Secure Private Message.

How to Access Your Documents:

1. Click the link provided in the secure message to open the NEOnet portal.
2. Follow the prompts on your screen to verify your email address (you may be asked to create a quick password or enter a one-time passcode).
3. View, download, or print your student's documents for your records. *(Note: Secure links will expire after a set timeframe, so we recommend saving a copy to your device once opened).*

Using this encrypted system ensures your student's confidential records remain protected in transit. If you have any trouble accessing a secure email or have questions about your student's documents, please reach out to me or your student's case manager directly. Thank you for your continued partnership in keeping our students' information safe.

Sincerely,

Camille Ritt

Executive Director of Student Services
Riverside Local Schools
440.358.8207
camille.ritt@riversideschools.net

One Community, Pursuing Greatness, and Getting Better Every Day.