



ASD-S
Anglophone South School District

Student Information System Grades 9-12

PowerSchool Public Portal

Introduction & Purpose

The PowerSchool Public Portal is an online tool that enables parents and students to become informed and involved partners in Education. The Public Portal can keep you informed about what's happening at school, track your children's progress, and provide you with 24/7 online access to your children's teachers & classes.

The Public Portal gives Parents/Guardians the very latest student information such as:

- Attendance
- Student Schedules
- Assignments
- School bulletins
- Assignment criteria
- Grades & Assessments
- Teacher comments

Please Note: Parents/guardians and students agree and understand that the PowerSchool Public Portal is offered on a best effort basis. The District cannot troubleshoot home computer issues. Users are responsible for resolving any technical issues encountered when trying to access this system. However, if you experience any further problems with our PowerSchool system, please contact your School Administrator.

Single Sign-on Setup:

PowerSchool's Public Portal uses a single sign-on process for parents/guardians, which means you now have your own individual parent/guardian account, including your personal user name and password. Your child's school will provide you with a letter (one letter for each of your children) that contains the following information for your child:

- The Public Portal's internet address
- Step-by-step directions of how to create your parent account
- How to link children to your account using the Student Access ID & Password
- How to add a student to an existing parent/guardian account

Working with Student Access IDs & Passwords

Create an Account

Follow these steps to create an account for the Parent Portal and Link your child(ren) to your account.

1. Enter the website address into your browser (e.g. Internet Explorer, Firefox etc.)

2. Click on **Create an Account**.

PLEASE NOTE: For your INITIAL login, it is very important to click **Create an Account**. The **Student Access ID and Access Password provided to you on the letter from your school is NOT your Username or Password to log into the Parent Portal**. You will create your own unique username and password following steps 5 and 6 below.

3. Enter your first and last name.

4. Enter your email address. This is the email address that all notices from the school are sent. PLEASE NOTE: You must enter a valid email address to create an account.

5. Enter a user name of your choice, which you will use each time you Sign-In to the Parent Portal.



6. Create a password, your password must include at least:

- A minimum of 8 characters
- 1 upper case letter
- 1 lower case letter
- 1 number
- 1 special character; special characters are the keyboard characters not defined as letters, numerals or spaces. They include ` ~ ! @ # \$ % ^ & * () _ - + = { } [] \ | ; : " ' < > , . ? /

| Parent Account | |
|--|---------------------------------------|
| First Name | <input type="text"/> |
| Last Name | <input type="text"/> |
| Email | <input type="text"/> |
| Desired Username | <input type="text"/> |
| Password | <input type="password"/> |
| Re-enter Password | <input type="password"/> |
| Password must: -Be at least 8 characters long -Contain at least one uppercase and one lowercase letter -Contain at least one letter and one number -Contain at least one special character | |
| Link Students to Account | |
| Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account. | |
| 1 | |
| Student Name | <input type="text"/> |
| Access ID | <input type="text"/> |
| Access Password | <input type="password"/> |
| Relationship | <input type="text" value="- Choose"/> |

7. Password tips:

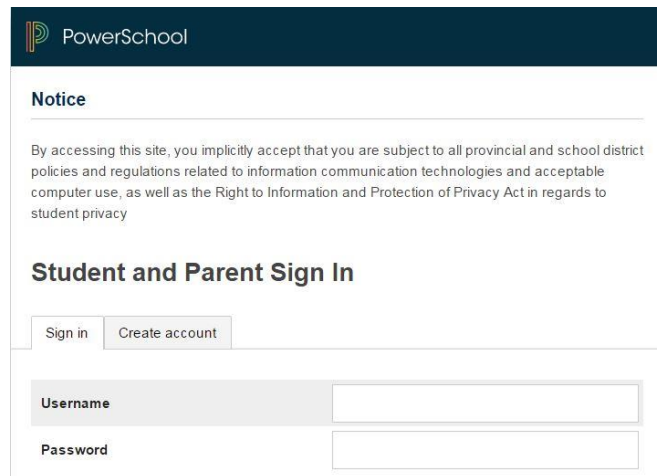
- Do not write your password down
- Do not share your password with anyone.
- Do not use common words or information about you that can be easily obtained about you. This includes usernames, birthdates, license plates, telephone numbers, etc.

Linking Your Children to Your Parent Account

- Enter the name of your child exactly as it is printed on the letter from the school. Each child should be setup individually.
- Enter the **Student Access ID** for each child, as per the letter from the school.
- Enter the **Access Password** for each child, as per the letter from the school.
- Select your relationship to the child from the drop-down list.
- Select **Enter**. Parents or guardians who receive a letter from the school may choose to setup an account to monitor their children’s attendance and progress.

Parent Sign-off

Please note: While stringent security protocols are enforced to mitigate the risk of unintentionally exposing student information to the internet, any information hosted on websites or e-mailed has the potential to be viewed/accessed by other Internet users. Parents & students are advised to consider this possibility and strictly adhere to the *Acceptable Computer Use Policy* guidelines.



The screenshot shows the PowerSchool parent sign-in page. At the top, there is a dark blue header with the PowerSchool logo and name. Below the header, a "Notice" section contains a disclaimer about data privacy. Underneath, the "Student and Parent Sign In" section features two buttons: "Sign in" and "Create account". Below these buttons are two input fields: "Username" and "Password".

PowerSchool

Notice

By accessing this site, you implicitly accept that you are subject to all provincial and school district policies and regulations related to information communication technologies and acceptable computer use, as well as the Right to Information and Protection of Privacy Act in regards to student privacy

Student and Parent Sign In

Sign in Create account

Username

Password