

Set up Your PowerSchool Parent Portal Account!

It's a new school year and RVS wants you to keep connected to your student's progress with the PowerSchool Parent Portal!

This online portal allows you to have instant access and up-to-date information on student academic performance and attendance. Consistent with RVS' communication of student learning, all teachers will now be using our PowerSchool system to record and share assessment information. You'll be able to see all of your students in one place, regardless if they are at multiple schools.

You can also access most information from your mobile device by logging into the **PowerSchool App** which syncs with the Parent and Student portals.

Staying informed and engaged using the PowerSchool Parent Portal allows you to celebrate milestones and successes together. It also provides the opportunity to identify any issues that might require early intervention such as chronic absences or a sudden drop in grades.

To set up your account and access this information, you will need to follow these steps:

1. Open an internet browser on your computer.
2. Type <https://ps.rockyview.ab.ca/public> into the address bar.
3. Click on **CREATE AN ACCOUNT** and enter:
 - your first name
 - your last name
 - the email address you want as your main contact
 - your desired username/password (please follow the password instructions on the screen)
4. For 'each' student (in the '**link students to account**' section), enter:
 - his/her first name
 - his/her last name
 - the (Parent) ACCESS ID and the (Parent) ACCESS PASSWORD for that student (both are case sensitive)
 - the relationship (mother/father/guardian)

(Parent) ACCESS ID is: XXXX

(Parent) ACCESS PASSWORD is: XXXX

5. Click **Enter** when complete.

6. The screen will direct you back to the login page where you can now enter your new username and password. Once you are logged in, you can toggle between accounts simply by clicking on the student's name. The student information is located at the top left of the screen.
7. You and your student/s have separate passwords. It is advisable that you each keep your usernames and passwords secure and not share them with anyone.
8. At any time, you can add another parent account or change your username and password by clicking '**Account Preferences**' at the left hand side of the screen.
9. Remember to log off when you are finished.

The **Grades and Attendance** tab will allow you to check assignments and scores by clicking on the blue percentage (%) across from a class.

To email a teacher, click anywhere that the teacher's name appears in blue.

If you do not have a username or password, please contact your school office.

Your student's ID and password are listed below. Please detach it and give it to him/her.

Student Username is: XXX
Student Password is: XXXXX

Keep informed and engaged and **kick off the year right** by creating your PowerSchool Parent Portal account today!