

Rye City School District New Parent Portal User Instructions

How to set up an account in the Parent Portal

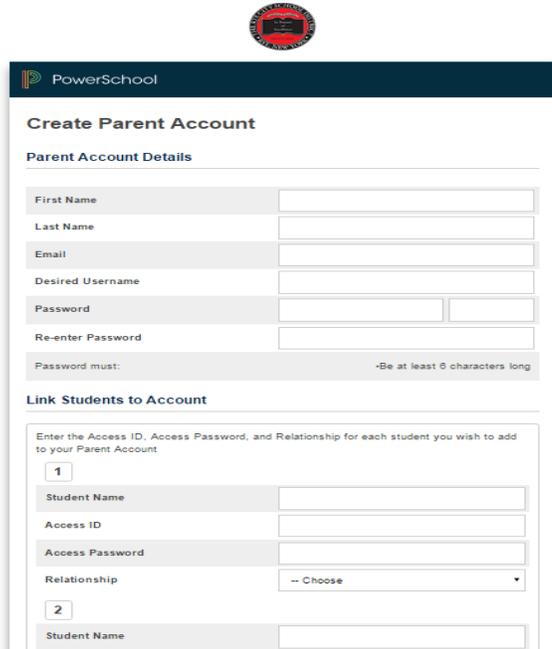
1. Go to <https://www.ryeschools.org/> and select the Parent Portal icon (pictured) or go to <https://rcsd.powerschool.com/public/>



2. Click on “Create Account”. (If you already have an account set up, click on “Sign In,” submit your username and password, and sign in.)

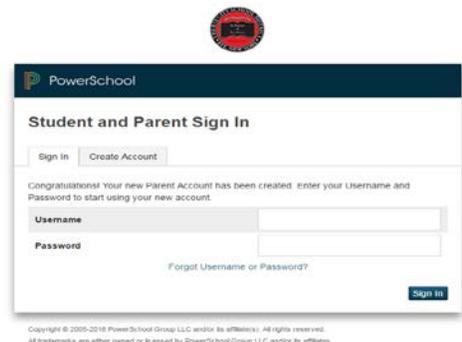
3. Enter your personal information and the names of each of your students. Then enter the **Access ID and Access Password for each child** that is on the letter you received from the school. After you hit enter, you will be returned to the Sign-In page.

Each member of your household may set up a separate account with a different email address. **Use the same Access ID and Access Password associated with each child for all accounts.**



The screenshot shows the 'Create Parent Account' page on the PowerSchool website. At the top, there is a circular logo for the school district. Below the logo is the PowerSchool logo and the title 'Create Parent Account'. The form is divided into two main sections: 'Parent Account Details' and 'Link Students to Account'. The 'Parent Account Details' section includes input fields for First Name, Last Name, Email, Desired Username, Password, and Re-enter Password. A note below these fields states 'Password must: -Be at least 6 characters long'. The 'Link Students to Account' section includes a heading 'Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account'. It features two numbered rows. Row 1 has fields for Student Name, Access ID, Access Password, and a dropdown menu for Relationship (currently set to '-- Choose'). Row 2 has a field for Student Name.

4. You will be prompted to sign in using the username and password you chose.



The screenshot shows the 'Student and Parent Sign In' page on the PowerSchool website. At the top, there is a circular logo for the school district. Below the logo is the PowerSchool logo and the title 'Student and Parent Sign In'. There are two buttons: 'Sign In' and 'Create Account'. Below the buttons, a message reads: 'Congratulations! Your new Parent Account has been created. Enter your Username and Password to start using your new account.' There are input fields for Username and Password. Below the Password field is a link that says 'Forgot Username or Password?'. At the bottom right, there is a 'Sign In' button. At the very bottom, there is a small copyright notice: 'Copyright © 2005-2018 PowerSchool Group LLC and/or its affiliates. All rights reserved. All trademarks are either owned or licensed by PowerSchool Group LLC and/or its affiliates.'

5. Once logged in, you can access your student's report card, attendance, and other information by selecting the icons under "Navigation" on the left side. If you have more than one student in the district, their names will appear on side-by-side tabs under the PowerSchool logo.

Student

Navigation

- Report Card
- Grades and Attendance
- My Schedule
- School Information
- Account Preferences
- Next Years Schedule
- Access Logs
- Contact Manager

District Code: MJLL

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Grades and Attendance: Test, Student

Click Here to see a list of all your students past assignments for this term.

Grades and Attendance | Standards Grades

Exp	Last Week					This Week					Course	T1	T2	T3	Y1	Absences	Tardies	
	M	T	W	H	F	M	T	W	H	F								
Attendance Totals																	0	0

Show dropped classes also

Last Week					This Week					Absences		Tardies	
M	T	W	H	F	M	T	W	H	F	T1	YTD	T1	YTD
										0	0	0	0
Attendance Totals										0	0	0	0

Legend

Attendance Codes: Blank=Present | A=Absent | T=Tardy Unexcused | NIC=Not in class | TE=Tardy Excused | Ex=Excused Absence | E=Educational | IS=In-School-Suspension | OS=Out-of-School Suspension |

6. Account Preferences: In the Profile Tab, you will find instructions to change the profile information (name, email address, etc.) associated with your account. In the Student Tab, you can add children to your account using the Access ID and Access Password sent to you.

PowerSchool

Welcome, | Help | Sign Out

Student

Navigation

- Grades and Attendance
- Report Card
- My Schedule
- School Information
- Account Preferences
- Next Years Schedule
- Access Logs

Account Preferences - Profile

Profile | Students

If you want to change the name, e-mail address, username or password associated with your Parent account, you may do so below. Please click the corresponding Edit button to make changes to your username, or password.

First Name:

Last Name:

Email:

Select Language:

Username:

Current Password:

New password must:

- Be at least 6 characters long

Cancel Save

PowerSchool

Welcome | Help | Sign Out

Student

Navigation

- Grades and Attendance
- Report Card
- My Schedule
- School Information
- Account Preferences
- Next Years Schedule
- Access Logs

Account Preferences - Students

Profile Students

My Students

To add a student to your Parent account, click the ADD button.

- Student Test

Add

Questions: If you have any questions/difficulty using the portal, if you have forgotten your username and/or password, or if you cannot locate the letter with your student(s) information, please reach out to one of the contacts below.

Parents/guardians of students in grades K-5 should contact:
Julie Antonecchia, Data Analyst at antonecchia.julie@ryeschools.org (ext. 1219).

Parents/guardians of students in grades 6-12, please contact:
Laura Schilling, Database Assistant at schilling.laura@ryeschools.org (ext. 6284).