



PowerSchool

St. James-Assiniboia School Division PowerSchool Portal

The PowerSchool Portal provides parents access to school announcements, real-time attendance information and, most importantly, student grades. Parents can log into a secure and private web portal where they can view detailed assessment reports of their child's progress in all of their classes. Parents will also have the option of having attendance and/or grade reports automatically emailed to them at regular intervals to keep them informed throughout the year.

Creating a Parent Portal Account

In order to access your child's attendance and assessment information in the portal, you will require a portal account. If you already have an account in the system, you can simply add additional students to your existing account using the access information provided below. (Access your Account Preferences to add your child to your existing portal account.) Otherwise, you will first need to create an account on the system.

In order to access your child's assessment and attendance information in PowerSchool using your portal account, you will need to have their unique access ID and access password as provided by the school office. If you are in need of this information, please contact the school secretary.

Point your web browser (Internet Explorer, Firefox, Safari) to <http://ps.sjsd.net>

Click the **Create Account** button to begin the process.

Enter your first and last name and your email address.

Create a user name and password that you will use to log into the portal.

Enter your child's name, access ID, access password as provided by the school.

If you have more than one child in St. James-Assiniboia schools, you will only need the one portal account as a parent. With that one account, you are able to view information for each of your children, once you have entered each of their unique access codes into your Account Preferences page.

Your child can also log into the portal and access the same information you will see as a parent. The school will provide this information to your child at the start of the school year.



Grades and Attendance

Have more than one child?
Switch children here



PowerSchool

Help Sign Out

Navigation

- Grades and Attendance
- Grade History
- Attendance History
- Email Notification
- School Bulletin
- Class Registration
- My Schedule
- School Information
- SJASD Strategic Plan
- Account Preferences

Grades and Attendance: Grades and Attendance Standards Grades

Exp	Last Week				This Week				Course	Attendance By Class				Absences	Tardies				
	M	T	W	H	F	M	T	W		H	F	T1	T2			E1	Y1	T3	T4
2(1-6)			I					E						[1]	90	90	90	2	0
3(1-6)			I					E						[1]	88	88	88	2	0
5(1-6)			I											[1]	89	89	89	1	0
6(1-6)			I											[1]	[1]	[1]	[1]	1	0
Attendance Totals																	6	0	

Portal toolbar

2 week attendance summary (Homeroom only)

Email teacher by clicking on name

Click on current class grade to view gradebook

Class Score Detail Page



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Class Score Detail: Jane

Grades and Attendance Standards Grades

Course	Course	Teacher	Expression	Final Grade ¹
English 40S Transactional Focus	40S Transac	Coates, G.	2(1-6)	90

Assignments

Due Date	Category	Assignment	Assignment	Flags	Score	Grade	View
03/27/2020	ELA-Critical Thinking	Holocaust: Sentence, Phrase, Word			--6		View
03/26/2020	ELA-Writing	Morrie Final Assess: Goodbye			--6		View
03/25/2020	ELA-Speaking & Representing	Morrie Final Assess: Contribution			--8		View
03/24/2020	ELA-Listening & Viewing	Morrie Final Assess: Interview			7/8	88	View
03/23/2020	ELA-Reading	Morrie Final Assess: Summaries			9/10	90	View
03/10/2020	ELA-Listening & Viewing	Holocaust Intro Video Response			4/4	100	View
03/09/2020	ELA-Critical Thinking	Morrie Journal: Hidden Figures			2/2	100	View
03/06/2020	ELA-Writing	Morrie Journal: Forgiveness/Perfect Day			3/4	75	View
03/04/2020	ELA-Speaking & Representing	Morrie: CSW			7/8	88	View
02/28/2020	ELA-Writing	Morrie Journal: Marriage			4/4	100	View
02/25/2020	ELA-Speaking & Representing	What I Know For Sure			3/4	75	View
02/21/2020	ELA-Critical Thinking	Morrie Journal: What Would You Do?			4/4	100	View

Grades last updated on 3/24/2020

Legend

¹ This final grade may include assignments that are not yet published, or may be the result of special weighting used by the teacher. Click to view additional information on special weighting.

Icons: Has Description | Has Comment | Collected | Late | Missing | Exempt from Final Grade | Absent | Incomplete | Excluded

Current grade

Click view to display the assignment details and teacher comments, where entered.



Email Notifications Page

The Email Notifications page allows you to request attendance and gradebook updates to be emailed to you automatically from PowerSchool.

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Help | Sign Out

Jane John

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Email Notifications: Jane

Contact Information

Account Email your email will be listed here

What Information Would You Like to Receive?

Summary of Current Grades and Attendance

Detail Report Showing Assignment Scores for Each Class

Detail Report of Attendance

School Announcements

Balance Alert (Note: will only be sent when student is low on funds)

Additional Notification Emails

Email Address(es) (Separate multiple email addresses with commas)

Frequency

How Often?

Apply These Settings to All Your Students?

Send Now For Jane?

Submit

Other Portal Toolbar Icons



Grade History

Grade History

Allows you to view Term and Semester grades as reported on Division report cards.



Attendance History

Attendance History

Displays information about your child's attendance record for the current term.



School Bulletin

School Bulletin

Your school office will regularly post daily announcements in the School Bulletin section of the portal for parents and students.



Class Registration

Class Registration

Class registration will be used to have students register for their next year courses.



Account Preferences

Account Preferences

Allows you to manage your portal account. You can change your email address, password and add other children to your portal account as necessary.



PowerSchool

PowerSchool Portal Questions and Answers



How often can I expect my child's teachers to update the information in the portal?

Teachers have been asked to update their gradebooks at least once every 2 weeks.

Who can see my child's information?

Only you and your child! Not only does the portal run over a secure web connection, the only way to connect a child's information to a portal user account is with the child's access code and password.

Help! I have forgotten my password. Who do I call?

The PowerSchool Portal has a self-service password retrieval system. Provided you have entered your email address correctly when you created the account, PowerSchool can send you an email to reset your password. If you are still having troubles, contact your school secretary.

I have some concerns about my child's recent marks. I need to speak with the teacher.

Your child's teacher is always more than willing to discuss your child's progress with you. However, the portal also provides an opportunity for parents to first have a discussion with their child about their recent achievement.

I don't have internet access at home. How can I get this information?

Regular report cards will still be issued as in the past. Additionally, you can always request this information from the school at any time.

My child is over 18. Will I have access to his/her information?

When a student turns 18 years of age, parental access to his/her information in the portal is disabled. With the student's consent, the school will re-activate parental access.