

PowerSchool Parent Log In and Student Set-Up

To the Parents/Guardians of Valley Manor School

We are once again pleased to be able to provide you with access to your child(ren) online registration forms. **Please note at this time we are only using Power Parent for the purpose of updating student demographics. Online access will be available until September 28, 2018.** Any changes after this date will need to be emailed or called in to the office.

Please do not Google PowerSchool. There are many school divisions using this software and your log in will only work with the Prairie Spirit PowerSchool server.

Accessing PowerSchool Parent Log in Linc

<http://blogs.spiritsd.ca/valleymanor/>

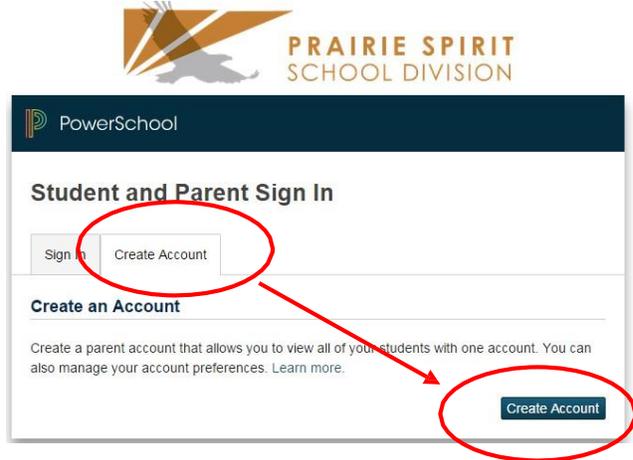
Go to Parents tab, and click on the PowerSchool Parent Link

A screenshot of the PowerSchool login page. At the top left is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account", both circled in blue. Below the buttons is a "Select Language" dropdown menu set to "English". 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 is a dark blue "Sign In" button.

- If you have an account set up with MHS or set up an account last year with VMS, please refer to the notes on subsequent Log In information below on how to sign in or add another student to your account.
- First Time Login? Create an account by using the access ID and Access Password attached.

First Time Login

Select the **Create Account Tab** (the username and password is not used now) and then select the **Create Account** button.



Complete the **Parent Account** page.

Enter the parent information and the email address.

Choose a user id and a secure password that you will remember.

Link the student(s) to your account. The **Access ID** and **Access Password** are generated by PowerSchool and provided to parents by the school the student is attending. A separate Access Id and Access Password is required for each student.

Select your **Relationship** to the student i.e. Mother, Father.

Select **Enter** to commit your account registration.

Note The user id and password supplied is just for connecting the student's account to the parent's account and is not required after the parent account is set up. It is not for use as entrance credentials to PowerSchool Parent/Student.

Subsequent Log In

For subsequent Log In, enter the **Username** and **Password** that were set up on the first Log In (not the Create Account). Select **Sign In**.

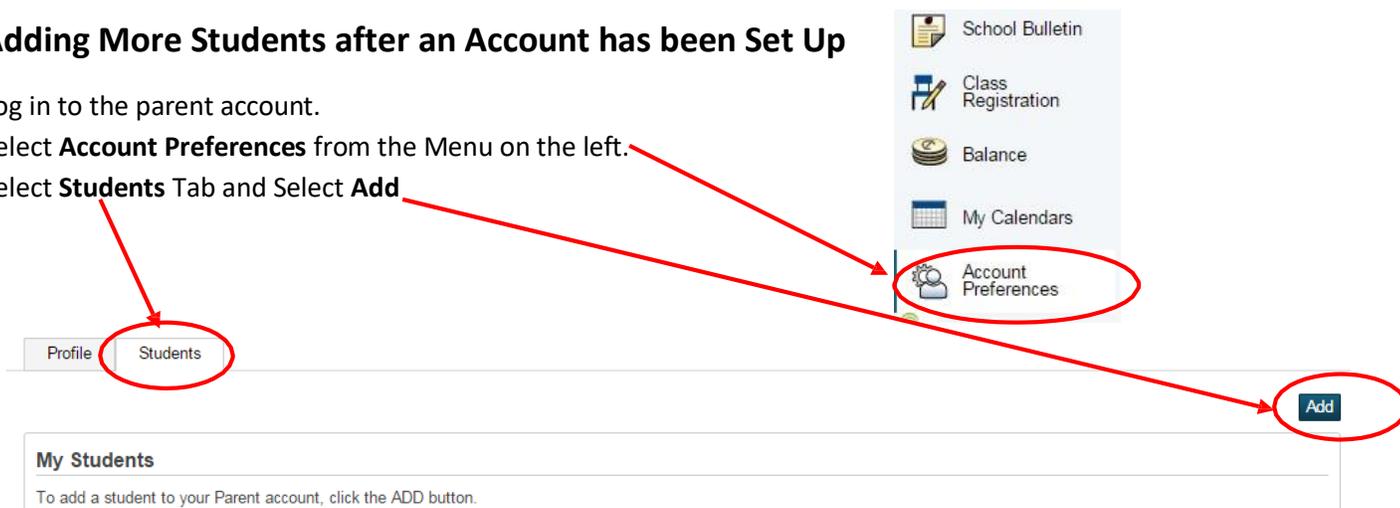


Adding More Students after an Account has been Set Up

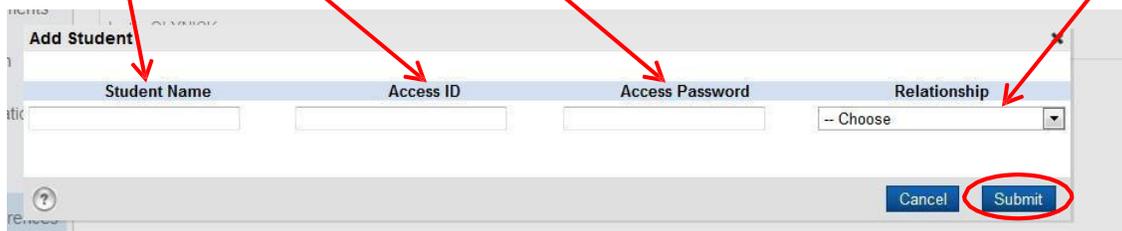
Log in to the parent account.

Select **Account Preferences** from the Menu on the left.

Select **Students** Tab and Select **Add**



Enter the **Student Name**, **Access ID** and **Access Password** (provided by the school) and select the **Relationship**, **Submit**



Please note that at this time we are only using Power Parent for updating student contact information.

Should you have any questions, please email Dawn at vms@spiritsd.ca or call 306-931-2233.