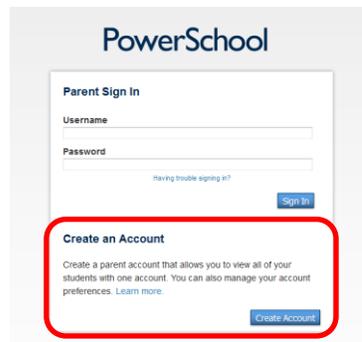


Surry County Public Schools Parent Portal Instructions

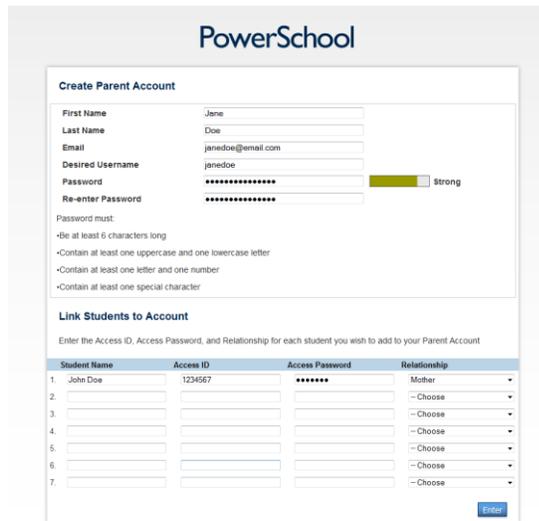
Before setting up your account, your school must provide you with an Access ID and Access Password for each of your children. These can be picked up at your student's school.

Setting Up Your Parent Portal Account

1. Please navigate to the following website:
<https://surryschools.powerschool.com/public/home.html> this is the screen you would normally log into to access the Parent Portal, but **first** you must create an account to setup your username.



2. Click the "Create Account" button.
3. The top half of the following screen will ask for your first and last name, email address, and a password.
The password must be at least 6 characters.
4. On the bottom half of the screen it will ask you which students you want to attach to your account.
Type the Student Name, enter the Access Id and Access Password that your school provided you, and choose your relation to the student. See below for an example:



PowerSchool

Create Parent Account

First Name: Jane
 Last Name: Doe
 Email: janedoe@email.com
 Desired Username: janedoe
 Password: [masked] Strong
 Re-enter Password: [masked]

Password must:
 -Be at least 6 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

| Student Name | Access ID | Access Password | Relationship |
|--------------|-----------|-----------------|--------------|
| 1. John Doe | 1234567 | ***** | Mother |
| 2. | | | -- Choose -- |
| 3. | | | -- Choose -- |
| 4. | | | -- Choose -- |
| 5. | | | -- Choose -- |
| 6. | | | -- Choose -- |
| 7. | | | -- Choose -- |

- Click "Enter" at the bottom. You will see a Congratulations message if everything went okay. You can then go ahead and log into your account.
- If there were any errors, like you tried to use a "username" or "email" that was already in use, those errors will display at the top and allow you to correct the information.

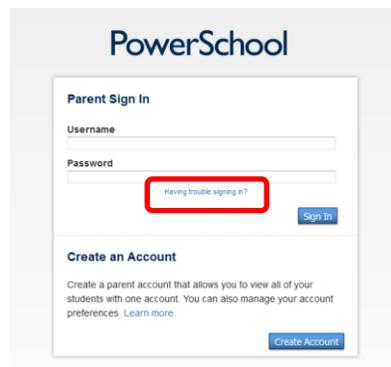


Create Parent/Guardian Account

An account with that email address already exists

Password re-entered does not match

- If you forget your Parent Portal username or password, click the "Having Trouble Logging In" link on the Parent login page to get the user and/or password emailed to the email address that you used to setup the account.



PowerSchool

Parent Sign In

Username: [input]
 Password: [input]

Create an Account
 Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. [Learn more.](#)