



Parent and Family Portal

Stay Connected

Why sign up for the NEW Parent & Family Portal?

The School District of Philadelphia Parent & Family Portal **gives you access to valuable information about your child's education and school.** You will be able to view your child's academic record through the system. You can request to receive text messages, emails and/or phone calls about important things that affect your child, like weather-related closures and delays, when your child misses school, and upcoming events of interest to families.

In order to complete your registration you will need:

1. Your student's ID number
2. A personal email address
3. Access to the telephone number on file with your student's school

Many families will also have to use the portal for the middle and high school application process opening this fall for the 2015-2016 school year.

You can log in anytime from any computer with an Internet connection!

How do I sign up for the NEW Parent & Family Portal and set up my account?

You must have a personal email address to sign up for a Parent & Family Portal account. You can register for a free email account using Google, Yahoo, or a similar service.

GETTING STARTED

1. Go to signup.philasd.org.
2. Enter your First Name, Last Name, and Email address. Click "Register."
3. Go to your email account for the email address you entered and look for a confirmation message. Click on the web link inside the email message to complete your registration.
4. After you confirm registration, you will set up your "Security Settings." Select a password and provide answers to three security questions.
5. Log in to your new account with your email address and new password.

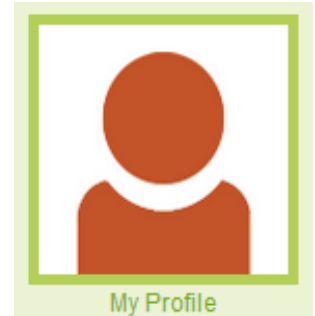
LINKING YOUR ACCOUNT TO YOUR STUDENT OR STUDENTS



1. Click on the “My Students” icon, located on the “Home” screen.
2. Enter your student’s seven-digit Student Identification Number, your Student’s Last Name, and Date of Birth. Click “Continue.”
3. You will now need a five-digit “Temporary Student Verification Code.” The code will be sent to a telephone number that is on file for you. You can receive a call or a text message. If you do not have a number on file or do not receive the code, please visit your student’s school.
4. Once you have the code, enter it into the “Student Verification Code” box. Click “Link to My Student.” This will link your account permanently with your student.
5. Repeat steps 1 through 4 for additional students.

SETTING UP YOUR PROFILE

1. Click on the “My Profile” icon located on the “Home” screen.
2. Enter one or more telephone numbers to be used for your notifications.
3. For each telephone number, select whether you would like to receive notifications as phone calls or text messages.



SELECTING NOTIFICATIONS



1. Once you have linked to your child(ren) and selected your Profile preferences, the “Parent Notifications” icon will become visible and you’ll be able to select your notification settings.
2. For your email address and each of your telephone numbers, check the boxes next to the type of notifications you would like to receive from your child’s school (e.g. announcements, attendance information, and school closing or delays).
3. Click “Save.”

If you need help or would like more information about the NEW Parent & Family Portal, visit <http://philasd.org/face/stayconnected>, send an email to ask@philasd.org or contact:

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