

## PowerSchool Parent

**PowerSchool Parent** is a website provided for parents to view their student(s) attendance, grades, assignments, class notes, school bulletins, class schedules, teacher information, etc.

### Logging in to PowerSchool Parent

- PowerSchool Parent can be accessed on the Internet at:  
powerschool.cathedral-irish.org  
then selecting **Parents > PowerSchool Parent**
- The student's school will provide the username and password to the parent(s).
- A new page named "Create Parent/Guardian Account" is available in the PowerSchool Parent Portal.

### Login

**User Name**

**Password**

Having trouble logging in?

### Create an Account

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

### Create Parent/Guardian Account

This page allows parents/guardians to establish their own parent/guardian account. All fields in this section are required.

- **First Name**
- **Last Name**
- **Email (must be unique)**
- **Desired User Name (must be unique)**
- **Password**
- **Re-enter password**

The second section on the page, "Link Students to Account" requires that the information for at least one student be provided.

- **Student Name**
- **Access ID (previously labeled Guardian Web ID)**
- **Access password (previously labeled Guardian Web Password)**
- **Relationship**

**Access ID is case sensitive.**

Once the information is entered click Enter. This will take you back to the login page. Enter in the newly created User Name and Password. Click Submit.

### Create Parent/Guardian Account

<b>First Name</b>	<input style="width: 90%;" type="text"/>
<b>Last Name</b>	<input style="width: 90%;" type="text"/>
<b>Email</b>	<input style="width: 90%;" type="text"/>
<b>Desired User Name</b>	<input style="width: 90%;" type="text"/>
<b>Password</b>	<input style="width: 90%;" type="password"/>
<b>Re-enter Password</b>	<input style="width: 90%;" type="password"/>

### Link Students to Account

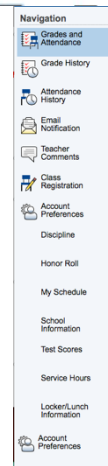
Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent/Guardian Account

Student Name	Access ID	Access Password	Relationship
1.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="password"/>	-- Choose <input style="float: right;" type="button" value="v"/>
2.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="password"/>	-- Choose <input style="float: right;" type="button" value="v"/>
3.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="password"/>	-- Choose <input style="float: right;" type="button" value="v"/>
4.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="password"/>	-- Choose <input style="float: right;" type="button" value="v"/>
5.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="password"/>	-- Choose <input style="float: right;" type="button" value="v"/>
6.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="password"/>	-- Choose <input style="float: right;" type="button" value="v"/>
7.	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="password"/>	-- Choose <input style="float: right;" type="button" value="v"/>

## PowerSchool Parent Toolbar

A new page named “Account Preferences” is available in the PowerSchool Parent Portal. This page allows Parents/Guardians to manage their account information, including their name, user name, account password, and email address.

Parents/Guardians can also add additional students to their account, provided they have the access ID and access password.



## Grades and Attendance (Quick Lookup Screen)

After logging in, this is the first screen that parents see in PS Parent. Any item displayed in **BLUE** is a link to provide the parent with additional information

- **Teacher Name Link:** Opens the parents’ personal email account to allow emailing the teacher directly
- **Grade Link:** Displays the assignments that contributed to the student’s grade for that class
- **Absences Link:** Displays the dates and attendance detail for each absence for that class
- **Tardy Link:** Displays the dates and tardy details for each tardy for that class
- **Attendance Totals Link:** Displays all absences and tardies for the year
- **Show dropped classes also Link:** Displays any classes that were dropped during the year
- **Print Page Link:** Print the current page
- **To move to another page,** use the Toolbar icons

## Grades and Attendance

Exp	Last Week				This Week				Course	Absences	Tardies		
	M	T	W	H	F	M	T	W				H	F
	AM(A)												
PM(A)										5th Grade PM Paul, Stephanie	0	0	
1(A)										Reading Paul, Stephanie	0	0	
2(A)										Language Paul, Stephanie	0	0	
3(A)										Spelling Clark, Rick	0	0	
4(A)										Math Paul, Stephanie	0	0	
5(A)										Social Studies Paul, Stephanie	0	0	
6(A)										Science Paul, Stephanie	0	0	
7(A)										Art 5 Paul, Stephanie	0	0	
Attendance Totals										0	0		



## Email Notifications Window

*(Resubmit your email information each August)*



- Click on the **Email Notifications** Icon
- Make the selections on how and when you want PowerSchool to email your home account (Balance Alert is not available)
- Use the drop-down arrow to select **“How Often?”**
- Email Address(es): Type in the full email address(es) **separated by a comma** for multiple email addresses
- Click **Submit**
- Use the **Toolbar** icons to move to another window

## Email Notifications

What information would you like to receive?

Summary of current grades and attendance

Detailed reports showing all assignment scores for each class

Detailed report of attendance

School announcements

Balance Alert (Note: Will only be sent when a student is low on funds.)

How often? **Never** [v]

Send now?

Email Address(es) \_\_\_\_\_  
(separate multiple email addresses with commas)

**Submit**

Select how often?

Never [v]

Never

Once a week

Once every two weeks

Once a month

Daily

## Teacher Comments Window



- Click on **Teacher Comments** Icon to view class notes (comments) for the class
- Click on the Teacher's name to email the teacher from your home account
- Click on **Print Page** icon to print this page
- Use the **Toolbar** icons to move to another window

## Teacher Comments

Exp.	Course	Teacher	Comment
1(A)	Coed Pe 2	<a href="#">Teacher's name</a>	
2(A)	Speech	<a href="#">Teacher's name</a>	
3(A)	Hon Geom 2	<a href="#">Teacher's name</a>	
4(A)	Spanish 4	<a href="#">Teacher's name</a>	
5(A)	Earth Scl 2	<a href="#">Teacher's name</a>	
6(A)	Eng 2	<a href="#">Teacher's name</a>	

Click on the teacher name link to email the teacher from your home email account

**Print Page**