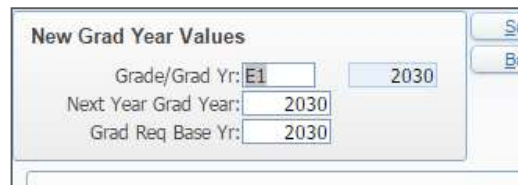# FAQ – Student/demographic

What do I select when adding a future student?

Enroll the student in current year entity with a Current Year status of Inactive, the Next Year status is active, use the grade they would be in if they were current this year. So example when entering Kindergarten round up kids they would have Current Year status of Inactive, Next Year status of Active, use the grade pre-kg (for us that's E1).

How do I correct the future student grade level?

You will need to correct the student grade level through the Entry/Withdraw screen. Edit the record, select Grade\Grad Year link. Key in the correct Next Year Grad Year and Grad Req Base year (don't adjust Grad Req Base year if student is in high school)

New Grad Year Values

Grade/Grad Yr: E1   2030
Next Year Grad Year: 2030
Grad Req Base Yr: 2030

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How should I enter student information at are in a group home?

Create two Families. The first Family should be the Group home. If you don't want the Group Home to receive information (i.e. report cards, mailings, etc.) then remove the checkmarks in the receive forms area. The second Family should be the parents of the student. Iif you want the parents to receive information (i.e. report cards, mailings, etc.) the make sure they receive forms is check marked on.

How do I handle a blended family? I don't want the stepparent to see the step children information but the stepparent needs to see their own children.

The Stepparent should be removed from Family One ad added as Family Two even though they live in the same household.   In Family Two you want to make sure that Web Access is turned off.

This does create the possibility of the step parent have two Skyward family ID's but the step parent will not be aware of the second account that has Web Access is turned off.

When I select Hispanic ethnicity shy do I need a race code?

In Skyward they have interpreted the Federal Ethnicity Race policy to say that once you select Hispanic you also need to choose a race, which Hispanic isn't an option. This information is sent to the state. In most cases we think White will be selected for the race code.