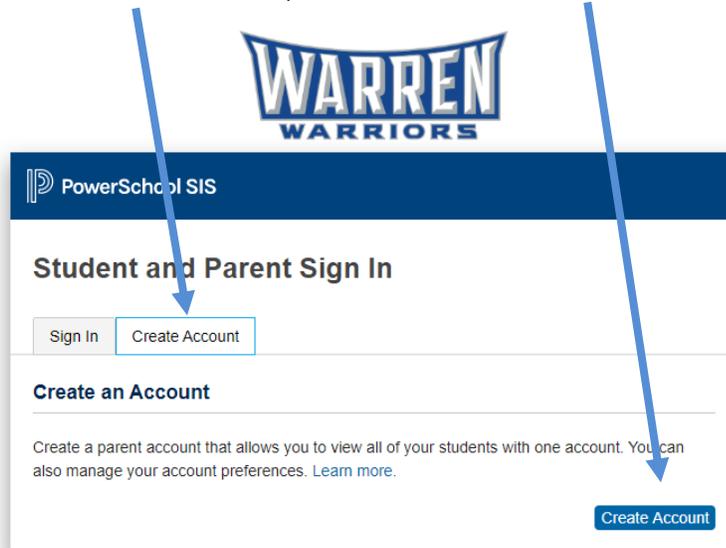**If you need assistance with your username or password, please click on the *Forgot Username or Password?* link on the Parent Portal homepage. If you need assistance with getting a Parent Portal Account, please email parentportal@warrenlocal.org.**

Setting up your Campus Portal account

1. Open your web browser of choice (Internet Explorer, Mozilla Firefox, Google Chrome, Safari), and navigate to www.warrenlocal.org. PowerSchool and select Parent/Student Parent Portal.

2. Next, click on the Create Account. Then, click on the blue Create Account button.

3. Next, enter the required information. Please keep track of the username and password that you create. The password must be at least 8 characters long and have at least one uppercase and lowercase letter, one number, and a special character (we suggest using a ! as your special character).

Create Parent Account

Parent Account Details

First Name	
Last Name	
Email	
Desired Username	
Password	
Re-enter Password	

Password must:	•Be at least 8 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

4. Link your students to your account. Each one of your students will have an Access ID and an Access Password that you will be required to enter them on this screen. This is the only time you will enter the Access ID and Access Password. By entering these, they will give you access to your students. **You must enter an Access ID and Access Password for _each_ student in order to access their information.**

Link Students to Account

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

1

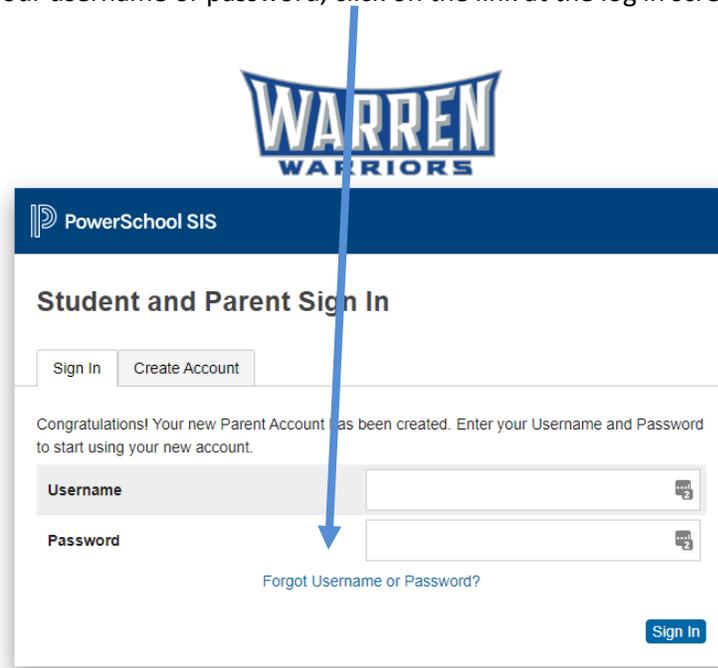| Student Name	
Access ID	
Access Password	
Relationship	-- Choose

2

Student Name	
Access ID	
Access Password	
Relationship	-- Choose

5. If you are taken back to the log in screen, then you have successfully created your account. You many not log in with the information you just created.

Forgotten Username/Password

If you forgot your username or password, click on the link at the log in screen for help.
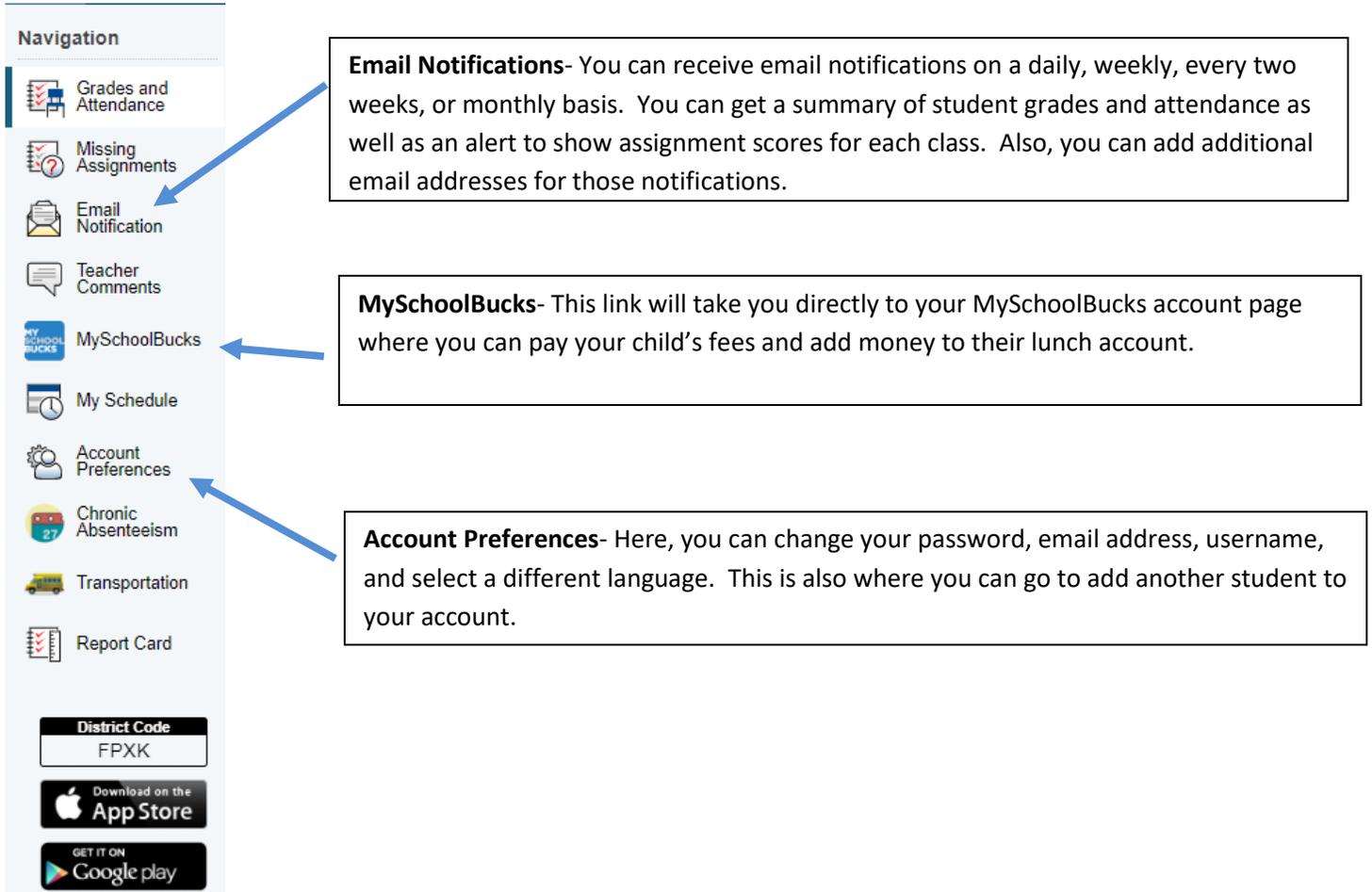
Navigating the Campus Portal

If you have more than one student in your household, choose the student you wish to at the top left.

The menu on the left side of the webpage displays options for viewing. Note you may not see all of these options for your child. If you have children in different buildings the options you see may vary from child to child.

Navigation

- Grades and Attendance
- Missing Assignments
- Email Notification
- Teacher Comments
- MySchoolBucks
- My Schedule
- Account Preferences
- Chronic Absenteeism
- Transportation
- Report Card

District Code
FPXK

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Email Notifications- You can receive email notifications on a daily, weekly, every two weeks, or monthly basis. You can get a summary of student grades and attendance as well as an alert to show assignment scores for each class. Also, you can add additional email addresses for those notifications.

MySchoolBucks- This link will take you directly to your MySchoolBucks account page where you can pay your child's fees and add money to their lunch account.

Account Preferences- Here, you can change your password, email address, username, and select a different language. This is also where you can go to add another student to your account.

Access Campus Portal from Anywhere

You may access the Parent Portal from any internet connected device by either navigating to the Parent Portal webpage or on an iPhone/iPad or Android smartphone utilizing the FREE Parent Portal app. Search for the "PowerSchool" app on your device's mobile application store. When asked for the

district access code type in the following code: **FPXK**

Available on the App Store

GET IT ON Google play

amazon apps Available at amazonappstore for Android