## **Disable Parent and Student Access - District**

This document outlines steps to disable the Parent/Student Portal. Disabling the Parent/Student Portal is useful once schedules have been committed for a future year. Student schedules are available to view on the Parent/Student Portal at any time when the Portal is enabled. This guide will assist you in completing the necessary tasks.

## **Overview**

This process will disable access via the Portal and Mobile Apps:

- Step 1: Steps will be completed in the District Office
- Step 2: Navigate to District Additional System Preferences
- Step 3: Disable Student and Parent Portals/Mobile Apps

## **Disable Parent and Student Access**

- 1. Select School
  - Use the **DROP-DOWN MENU** (top right of PS Start Page) to choose DISTRICT OFFICE
- 2. Navigation Steps
  - Select **DISTRICT MANAGEMENT** on left navigation pane
  - Select **DISTRICT SETUP** from the pop out drawer
  - Choose ADDITIONAL SYSTEM PREFERENCES



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## 3. Additional System Preferences

- Check **DISABLE STUDENT AND PARENT PORTALS/MOBILE APPS**
- Create a **MESSAGE TO STUDENTS AND PARENTS**
- Submit

Additional System Preferences 👆	
Function	Value
Dimensions to display student photos in (Pixels, 200 X 300 suggested)	W: H:
Password required to delete a section	
Password required to override a section's maximum enrollment	
Name of district that parents see on sign in screen	St. Clair County Technical Education Center
Disable Parent Self-registration on Public Portal	
Enable Public Portal Digital Equity & Learning Preference Data Entry	0
Teacher's Maximum Daily Student Load	
Allow importing in district office mode (not recommended; can be dangerous)	8
Allow importing into database extensions at the school level	
Disable searching on lunch status	
Disable meal price	
Do not show the lunch balance on parent/student pages	0
Allow public access to school bulletin	
Show student photo on student screens (while in district mode)	
Show faculty photo on faculty screens (while in district mode)	
Show student counselors on detail line (while In district mode)	
Enable Incident Creation by Teachers	
Inactivate web analytics	
Enable Mobile Web Pages	
Default Term When Between School Years	Next School Year V
Default term level	Shortest possible ~
When changing schools always set term based on the schools default term level	2
Disable Student and Parent Portals/Mobile Apps	
If Disabled, Display This Message to Students and Parents	The PowerSchool Student and Parent portals, as well as the PowerSchool mobile apps, have been temporarily disabled. Check with your school for more information.
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