



What Is FACTS Family Portal (formerly known as RenWeb)?

FACTS Family Portal is a school management program that coordinates information about your child's classes, grades, and assignments and gives you real-time access to this information for all of your children attending Aletheia from 1st grade until 12th grade.

All Aletheia students have been issued an email through the school through which they can access Family Portal as a student, which only shows their personal information and not their siblings' information. As a parent, you can see all of your students' information at once by logging onto the Family Portal as a parent.

How do I log in the first time?

- To log in to FACTS Family Portal, you must use the email address that you entered during the online admissions process.
- Go to <https://sis.factsmgmt.com/family-portal/en-us/>
- **Aletheia's District Code is ACA-FL** (all caps)
- Enter the email address that the school has on file. Choose "parent" if this is a parent's email or "student" if this is the individual student's account. **Note: Students will be issued individual school-designated accounts at the beginning of the year and they will receive a letter with their email and password. We changed all student emails this year, so students who had already been issued a school email will have one in a new format issued for this year.*
- A password will be emailed to your address.

After That, To Log In....

- Go back to the FACTS Family Portal login page at <https://sis.factsmgmt.com/family-portal/en-us/>
- Enter your email address and password.
- Click "Login." (You may change your password to one that you will easily remember after your initial login.)
- If you have any problems with this process, please call the school and we can help you.

When looking at students' assignments and homework, please remember that lesson plans are a "living thing" and that those listed on FACTS SIS are the teacher's intention to implement during the day. However, other factors may change the daily outcome and alter the lessons achieved. **If your child is home sick, he/she may find his/her assignments on FACTS SIS. If you call the front office, books will be available in the office at 3:00pm. If your child has a locker, you may come before that time to get books out of his/her locker.**

Teachers will enter grades into FACTS SIS as they grade papers. Grades will not always be available the same day that the papers/tests are turned in. Thank you for your understanding and patience.

Other things to look for on FACTS Family Portal:

1. Friday Food ordering calendar (charges will be made to your FACTS Tuition Account)
2. Spelling List and Dolch Words (elementary)
3. Rubrics for Special Assignments
4. Writing Assignment Instructions
5. Book Report Information
6. Civics Information for 1st-6th grades
7. Calendar events and school announcements

•••••
• Please check FACTS SIS regularly to keep on
• top of your child's progress. It is our intention
• that our families are fully informed of their
• student's assignments and grades, but
• checking this information is up to our families.
•••••