

Lennox School District

Technology Department



Updated May 2019

PowerSchool Parent Account Creation Guide

In order to access student data, parents and guardians must register first by creating an account.

Note: Students in (6th-8th) will have access to grades and state scores. Students in (K-5) will only have access to state scores.

- 1) Access the district's public portal by going to the website address:
<https://lennox.powerschool.com/public/>

PowerSchool

Student and Parent Sign In

Sign In **Create Account**

Username

Password

[Forgot Username or Password?](#)

Create Account

- 2) Click on Create an account and verify by clicking on “Create Account on the bottom right hand corner.

3)

PowerSchool

Create Parent Account

First Name

Last Name

Email

Desired Username

Password

Re-enter Password

Password must: •Be at least 6 characters long

Have the user enter their desired username, email password

and

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- 4) Scroll down the page and populate the " Link to Students Accounts section. Enter the student's name, Parent's Access ID and Password that was given to them.

Link Students to Account

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

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Student Name

Access ID

Access Password

Relationship

-- Choose

Parent's

- 5) Once all Access ID's and Passwords have been entered have the user then hit enter at the bottom of the page.

The parents will now be able to log into their accounts with their new username and password.

How to access State Reporting Test Scores

State Test Scores can only be accessed through the Parent Web Portal. At this time it is not supported via the PowerSchool app.

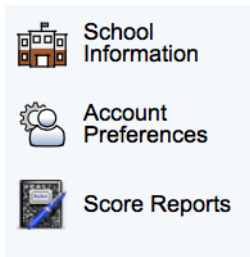
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Once you have logged in through the web portal, click on **Grade History** first. Once this has been done, the **Score Reports** link will appear.



Click on **Score Reports** link.
Select the Year and click on **Get Report**

Access Student Score Reports (SSR) for assessments taken by this student

Select Options	
Assessment	All
Year	2017
Get Report	

Assessment Name	Language	Year	Grade	Score Report Link
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A list of the tests taken by the student will appear

Assessment Name	Language	Year	Grade	Score Report Link
CAASPP	English	2017	05	View
CAASPP	Spanish	2017	05	View

Click on **View** for the test scores you would like to view.