



CENTER FOR STUDENT LEARNING

PowerSchool Parent Portal

How to Access Your Account & Create a New Login

Welcome to the Center for Student Learning Charter School's PowerSchool Parent Portal! The Parent Portal gives you real-time access to your child's grades, attendance, assignments, and schedule — all in one secure account. This guide will walk you through creating your account and logging in for the first time.

Portal Web Address	http://pennsburycharter.powerschool.com
Need Help?	Parent Portal Help Form

Before You Begin

Before creating your account, make sure you have the following on hand. This information is provided by the school — if you don't have it, please fill out the [Parent Portal Help Form](#) and it will be sent to you.

- Your child's Access ID (a unique code assigned to your student)
- Your child's Access Password (provided along with the Access ID)
- A valid, working email address (not shared with another Parent Portal account)
- A computer, tablet, or smartphone with an internet connection and an updated web browser

Part 1: Create Your Parent Portal Account

If this is your first time using the Parent Portal, follow the steps below to create your account. You only need to do this once — after that, you'll simply log in with your username and password that you choose.

1

Go to the PowerSchool Parent Portal website

Open a web browser and go to the school's Parent Portal address below. You may also find this link on the CSL website under Parents.

Portal address: <http://pennsburycharter.powerschool.com/>

2

Select "Create Account"

On the sign-in page, you will see two tabs: **Sign In** and **Create Account**. Click the **Create Account** tab, then click the blue **Create Account** button to begin.

3

Enter your parent/guardian information

Fill in the "Create Parent Account" section of the form with your own information:

- First Name and Last Name
- Email address (and re-enter to confirm)
- Desired Username (must be unique)
- Password (and re-enter to confirm)

4

Link your student(s) to your account

Scroll to the "Link Students to Account" section. For each child you want linked to your Parent Portal account, enter:

- Student Name
- Access ID (provided by the school)
- Access Password (provided by the school)
- Relationship (e.g., Mother, Father, Guardian)

If you have more than one child at CSL, repeat this step for each student — you can add all of them to a single account.

5

Submit the form

Double-check that all information is correct, then click **Enter** (or **Submit**). If any field has an error, the page will highlight it — correct the information and resubmit.

6

Log in with your new account

Once your account is created, you'll be returned to the sign-in page. Enter the Username and Password you just created and click **Sign In** to access your Parent Portal dashboard.

Good to know

Your username and password are yours alone — even if multiple parents/guardians access the same child's information, each person should create their own individual account rather than sharing a login.

Part 2: Signing In (Returning Users)

Already created your account? Signing in takes just a few seconds.

1

Go to the Parent Portal website

Open your browser and visit <http://pennsburycharter.powerschool.com/>

2

Enter your Username and Password

Type in the credentials you created, then click **Sign In**.

3

View your student's information

Once signed in, you'll see tabs across the top for each of your linked students. Select a student's name to view their grades, attendance, schedule, and more.

4

Account Preferences

Clicking on the **Account Preferences** tab in the left navigation bar brings you to an Account Preferences Profile screen. Here you can change your email, username, or password. Selecting the Students tab from the Account Preferences screen takes you to a window where you can add additional children to your account. You will need the web ID and access code for each student you wish to add.

Forgot Your Username or Password?

If you already have an account but can't remember your login information:

- Go to the Parent Portal sign-in page at pennsburycharter.powerschool.com
- Click "Forgot Username or Password?" below the sign-in fields
- Enter the email address associated with your account and follow the emailed instructions
- Check your Junk/Spam folder if the reset email doesn't appear within a few minutes

Using the PowerSchool Mobile App

Once your Parent Portal account is created, you can also download the free PowerSchool Mobile app (available on iOS and Android) for on-the-go access. When prompted for a District Code during app setup, use the CSL District code: **HMBK**, then sign in using the same username and password you created on the website.

If you are interested in setting up the PowerSchool mobile app, you can follow the steps [here](#).

Need Help?

If you run into any trouble creating or accessing your account, we're happy to help!

If you are experiencing difficulty, you can refer to this [YouTube video](#) to walk you through the steps or contact the school for limited technical support.

For additional Parent Portal resources, visit the Parents section of our website at www.cslcharter.org, where you'll also find the school calendar, bus schedules, and other important family resources!

