



SCS FACTS System Information Sheet

Starting this year, Families will use FACTS Management System to help them conveniently manage important school-related information in one secure online location. Please ensure you have followed the instructions below to set up your account.

Getting Started

Families were sent an email on July 29 with a link to set up their FACTS Family Portal account.

After setting up your account:

1. Log out of FACTS, then access the Family Portal through MySCS → Parent Resources on our website:
2. seattlechristian.org/my-scs/parent-resources
3. Log in using the email address or username you created.
4. You may or may not be asked to reauthenticate using MFA (Multi-Factor Authentication).
5. Our District Code is: SCSE-WA

From the Parent Resources page of our website, you can also access your financial information to set up your tuition plan and pay incidental billing fees. Please remember to set up your payment method for all billing fees.

Can't find your FACTS email? Email SCSTechSupport@seattlechristian.org and we will resend the setup information to the email address we have on file.

What Can Parents Manage in FACTS?

FACTS provides access to important student, school, and financial information. Families can:

- Update family and student information
- Complete required school forms
- View tuition accounts, payment schedules, balances, and statements
- Set up or manage automatic payments
- Pay tuition, lunches, WKC, and all other fees.
- Sports Fees will continue to be billed through Final Forms
- View payment history and account activity
- Access school documents and notifications
- Manage multiple students
- Manage Warrior Kids Club (WKC) before- and after-school care sign-in/out

Questions or Need Assistance?

For FACTS Family Portal & Technical Support: SCSTechSupport@seattlechristian.org. We are happy to help families get connected and make the most of the FACTS Family Portal!