

PowerSchool Parent Portal



The PowerSchool Parent Portal provides families the ability to view attendance and achievement information for students, as well as access online payments for various school fees. Additionally, a PowerSchool Parent Portal account is necessary in order to register and verify existing students for the upcoming school year.

The instructions below describe how to set up a PowerSchool Parent Portal account.

Creating Your Parent PowerSchool Login

1. Go to <http://PowerSchool.rdpsd.ab.ca>. This will take you to the student and parent sign in page.
2. Click the **Create Account** tab.
3. Click **Create Account**.

The screenshot shows the PowerSchool website interface. At the top left is the PowerSchool logo. Below it is the heading "Student and Parent Sign In". There are two tabs: "Sign In" and "Create Account", with "Create Account" being the active tab. Below the tabs is the section "Create an Account" with a horizontal line underneath. The text below the line reads: "Create a parent account that allows you to view all of your students with one account. You can also manage your account preferences. [Learn more](#)." At the bottom right of this section is a dark blue button with the text "Create Account" in white.

4. In the Create Parent Account portion enter **your information** that identifies yourself to PowerSchool. Refer to the following table:

| Field | Description |
|-------------------|--|
| First Name | Your First Name |
| Last Name | Your Last Name |
| Email | Enter your email address. |
| Desired Username | Enter the username you would like to use. |
| Password | Passwords must be at least six (6) characters in length. |
| Re-Enter Password | Enter your password again. |

5. You can link all of your children to your PowerSchool Parent Portal account. You will require your child's **Access ID** and **Access Password**, for each child you want to associate with your account. The Access ID will be your child's computer log in username, with the letter "P" at the end (Capital "P", with no space between the username and the P). The Access Password will be your child's computer password. Alternatively, this information is available from your child's school.

Select the Relationship from the drop down menu.

Repeat for all children you wish to associate your PowerSchool Parent Portal with.

Link Students to Account

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

1

Student Name Jane Doe

Access ID doe123P **Student ID + "P"**

Access Password **Student password**

Relationship

2

Father

Mother

Grandfather

Grandmother

6. Click Enter. The Parent Sign In page appears. The next time you sign in to the PowerSchool Student and Parent Portal, use your new password.
7. PowerSchool is available to Parents and Students to download for free from Google Play, for Android devices, and the App Store, for iOS devices.

