LSSD PowerSchool Portal

Sign-in Web Page: https://powerschool.lssd.ca

The *Lord Selkirk School Division PowerSchool Portal* (*LSSD PS Portal*) provides parents/guardians and students with secure access to "real-time" student attendance, student assessment, timetable schedule, school bus information, school contact information and school bulletins.

Who has access?

- Students in grade 4 to grade 12 have access
- Parents/guardians of Kindergarten to grade 12 students have access until student reaches the age of 18.

Student access:

Students should not create a new account. Instead, they should sign into their account by going to https://powerschool.lssd.ca and enter their existing school network username and password.

Before you begin! Parent/guardian access – letter will be provided:

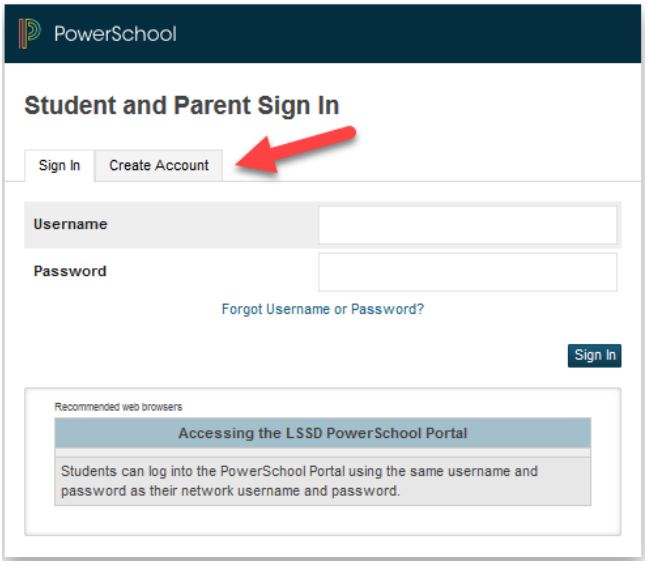
Prior to creating an account, you will first need a letter from your child's school that includes a unique Access Id and password. Once you have the unique Access ID and password, proceed to https://powerschool.lssd.ca and begin the *Create an Account* process.

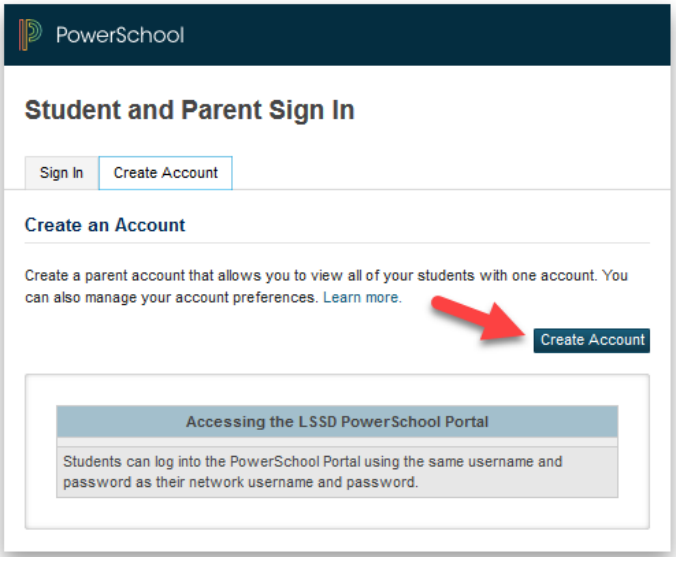
Note: If you already have a parent/guardian account and you just need to add another student to it, please do not create a new account. Instead, please see the *Frequently Asked Questions* section at the end of this document.

Creating a Parent/Guardian Account

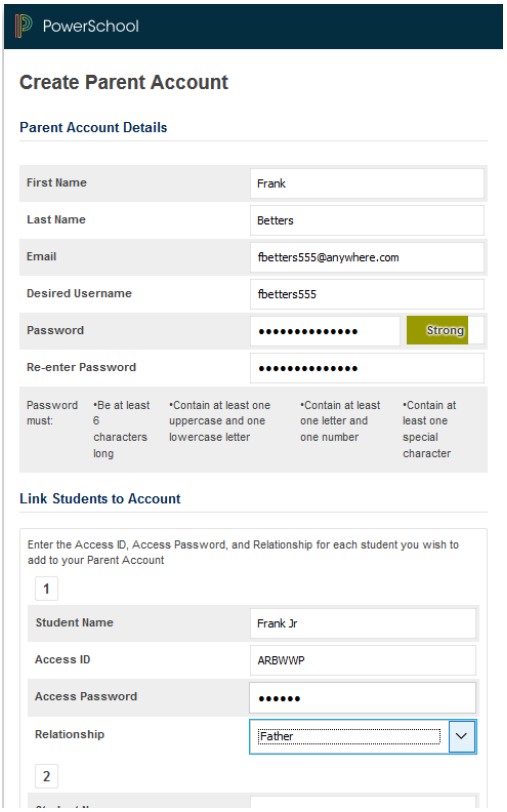
Once you have the letter that has your child's unique Access ID/Password then:

- Point your web browser to https://powerschool.lssd.ca
- Click the Create Account tab
- Click the Create Account button.





- Enter your First Name, Last Name and Email address
- Enter a username
- Enter a password (see password requirements on form).
- Enter one or more children's First Name, Access ID and Access Password
- Select a Relationship category from the available drop-down list box
- Click Enter button.
- If you are successful, you can now log into the *LSSD PS Portal* with the username and password you set up.
- After signing in, you will may add additional children to your account if applicable. See below for more information.



Important! Once you have successfully created a portal account, you will be sent an email prompting you to verify your email address. You will need to click the link in this email before you can log into your new portal account. The email should only take a few minutes to be delivered to your account. Please wait for this email before attempting to log in. Check your email's junk folder for the email if it doesn't deliver to your email inbox.

Frequently Asked Questions

How do I get an Access ID and Access Password?
Your child's school will provide you with a letter that includes the Access ID and Password. For security reasons, the school office staff is unable to provide Access IDs and/or Passwords over the phone or via Email.

Who can see my child's information?
The only way to connect a child's information to a parent/guardian account is with the child's access code and password.

What information will students and parents/guardians see?
Students and parents/guardians will have access to real-time course attendance history, student assessment, timetable schedule, school bus information, school contact information and school bulletins.

I already have a parent/guardian account. How can I add additional children to it?
Sign into the *LSSD PS Portal* and click the *Account Preferences* link. From there, click on the *Students* tab. You will see an "Add" button. Click this button and add additional children. You will need a unique Access ID code for each child you add.

I forgot my password! What do I do?
Click the "Forgot Username or Password?" link and follow the on-screen instructions

Can more than one parent/guardian account be connected to the same student?
Yes, providing you use a different Email address and username for each account.

How do I change my account information?
Sign into the Portal and click the *Account Preferences* button along the left side of the screen.