



BACK-TO-SCHOOL STEPS

PLEASE DO NOW!

1. Log into PowerSchool

To complete forms and learn teacher assignments, log in using your parent account (not your child's). If you don't remember your username or password, visit the log-in page for help. Make sure *all* of your students are added to your parent account. If you need to add a child, this envelope should contain a second letter with that student's codes.

See the back of this sheet for log-in tips and personalized information. Call your school or 245-2943 for help.



A link to the Power School log-in is on the "Parent" menu at the bottom of every page at charlottesvilleschools.org.

2. Complete Back-to-School Forms Online

To complete your back-to-school forms, log into PowerSchool and click on "Re-Registration" at left. Simply edit previous info and answer the remaining questions. After you finish your first child, the program can "snap" updates into other children's forms.

For kindergartners and new students, these forms are not required.



Back-to-school forms are in PowerSchool. Click on "InfoSnap Student Registration." It's quick and easy!

3. See Teacher Assignments or Student Schedules

The earliest way to learn your student's schedule and teacher assignment is to check PowerSchool.



Your school will let you know when the teacher assignments/schedules are posted in PowerSchool.

WANT TO DO MORE?



Free/Reduced Lunch

Look for an application in the mail. Medicaid-qualifying families and students at Clark, Jackson-Via, and Johnson do not need to complete this form since they automatically qualify for free meals.

Meal Account Balance Checks

Balances are posted in PowerSchool. Families will receive alerts if their meal balance falls below -\$10. You can set other alerts or pay online at "My Payments Plus." (Online payments charge a service fee of about 4 percent.) Learn more at charlottesvilleschools.org/nutrition.



Calls/Emails/Text Messages

Choose whether to receive calls, emails, or texts from the schools. Log into PowerSchool and click on School Messenger at the left. Then hover over your user name in top right corner and select "Preferences." Edit your settings and click "Save" at bottom. Don't see an option for text messaging? Select the correct telephone number and add texting for at least one type of message.

Bus Information

Routes will be mailed home with back-to-school information from your school.



Facebook, Twitter, and You Tube

Follow us at @CvilleSchools! Many schools have accounts, as well.

iSe Habla Espanol!

Para leer esta carta en español, vaya al charlottesvilleschools.org/agosto. Preguntas? Llame a nuestra línea telefónica en español al 434-245-2548.



Personalized Information for Returning PowerSchool Parent Users

According to PowerSchool's records, you have created a PowerSchool Parent Portal Account that is linked to at least one child. Thank you!



A link to the Power School log-in is on the "Parent" menu at the bottom of every page at **charlottesvilleschools.org**.

Need to add a child?

- If you need to link another child to your account, you should have another letter with that student's codes. If you didn't receive the letter, call your school or 245-2943.
- Quick instructions for adding a child: Log in and click "Account Preferences," then "Students," then "Add." Enter the new student's access ID and password.

Forgot your username or password?

- Visit the PowerSchool log-in page for assistance.
- According to PowerSchool, you created the account using the following email address:

EMAIL ADDRESS:

Don't see the "Re-Registration" link?

- Remember to log in with your *parent* account, not your student's.

Questions?

- Call your school or 245-2943.