How to Use the PPS Parent Portal

How do I log into Parent Portal?

You must first create your account. Open your web browser to: portsmouth.powerschool.com/public. Click Create Account. Fill out the form including all requested information. Use the Access ID and Access Password found on the Parent Portal Letter you were mailed - they will link your student(s) to your account. The Username you choose must **not** contains spaces or special characters. Make sure to use a valid email address as it will be used to verify your account and can help you retrieve your username or password should you forget them. Once your account is created, check your email and click the link in the email to verify your account. You will then be able to login with the username and password you created.

Note: The username you choose must **not** contain spaces or special characters.

What will I see when I log into the Parent Portal?

When you first login, you will see the Grade Summary page below. This page displays the Grades and Attendance Summary, you may need to click the tab for information to display. Clicking on a specific grade or attendance entry will show more detailed information.

How do I receive email notifications regarding my student's grades and attendance?

Select Email Notification in the navigation panel. Click on the check boxes to indicate what information you would like to receive. Select "How Often" you would like to receive the notifications. Make all other applicable selections and click Submit.

How do I verify my contact information?

From the navigation menu, select Student Data Verification. Here you will be able to review and confirm the information the school has on file. If needed, you will be able update your address, email and other contact information to submit to the school digitally. You will first be prompted to enter your student's birth date, once entered you will be navigated to the review and update form.

I already have an account. How do I add another child?

If you have another child starting school (K-12), you are able to add them to your existing Parent Portal account. Ask for a Parent Portal letter from the school for your child - it will contain the Access ID and Access Password you will need to link the student to your existing account. Under Account Preferences, click the Students tab and then the Add button.

I created an account, but can't log in. What should I do?

On the login page (https://portsmouth.powerschool.com/public) click the Forgot Username or Password link and follow the prompts to retrieve the information. If you no longer have access to the email address you used to create your portal account, contact the school - they can assist with updating your email address.

For more information, please the Parent Portal webpage: www.ppsk12.us/families/parent_portal