

Skyward Family Access 2.0 Parent Wizard



Family Access Overview

This is an online source for parents and guardians to obtain information regarding their students. In addition to viewing student calendars, gradebook, attendance, and schedule Family Access now offers the convenience for parents and guardians to update student information online.



New Family Access Home Page

Left hand side tabs:

- Parent Wizard display current student
- Calendar
- Gradebook
- Attendance
- Student Info
- Schedule
- Test Scores
- Fee Management
- Academic History
- Health Info
- Login History

Right:

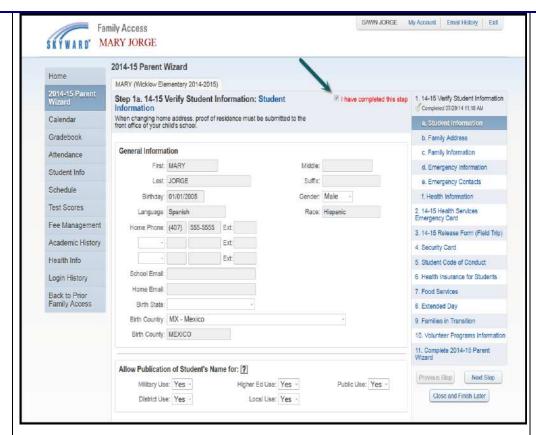
Review Calendar

Click on any student in your family.

To access Parent Wizard:

- Click on the drop down box under Family Access and choose a student.
- Select 2014-2015 Parent Wizard





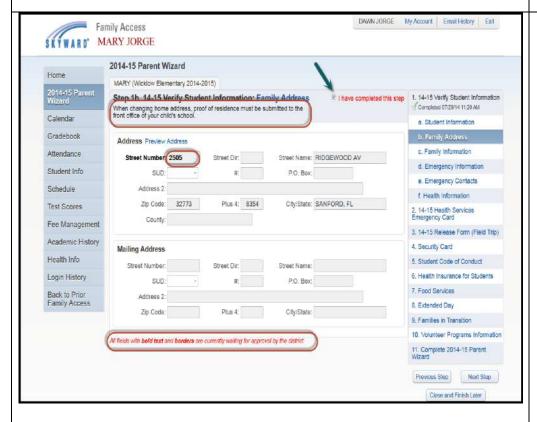
Verify Student Information: **Step 1**:

a). Student Information

Update Options:

- Phone number
- Home Email
- Publication Info.

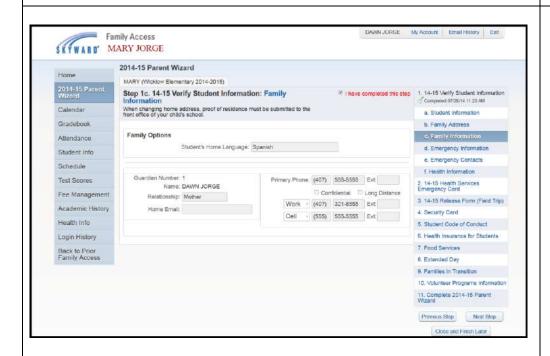
Option: Check box "I have completed this step" when complete.



b). Family Address

Option of address change:

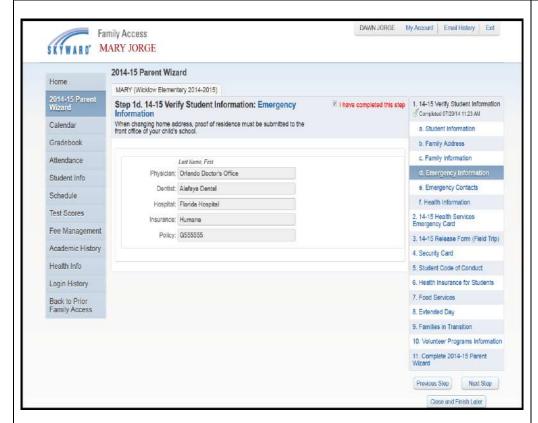
Please provide proof of residency to school for all address changes.
Address changes will not be approved without proof of residency.



c). Family Information

Update Options:

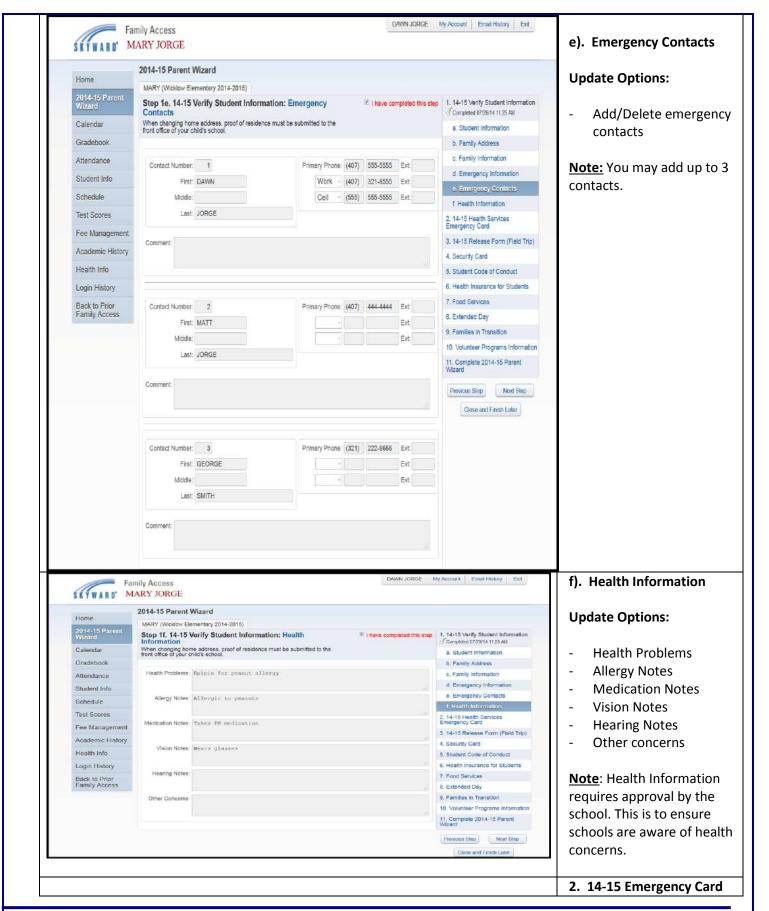
- Update phone number
- Update email

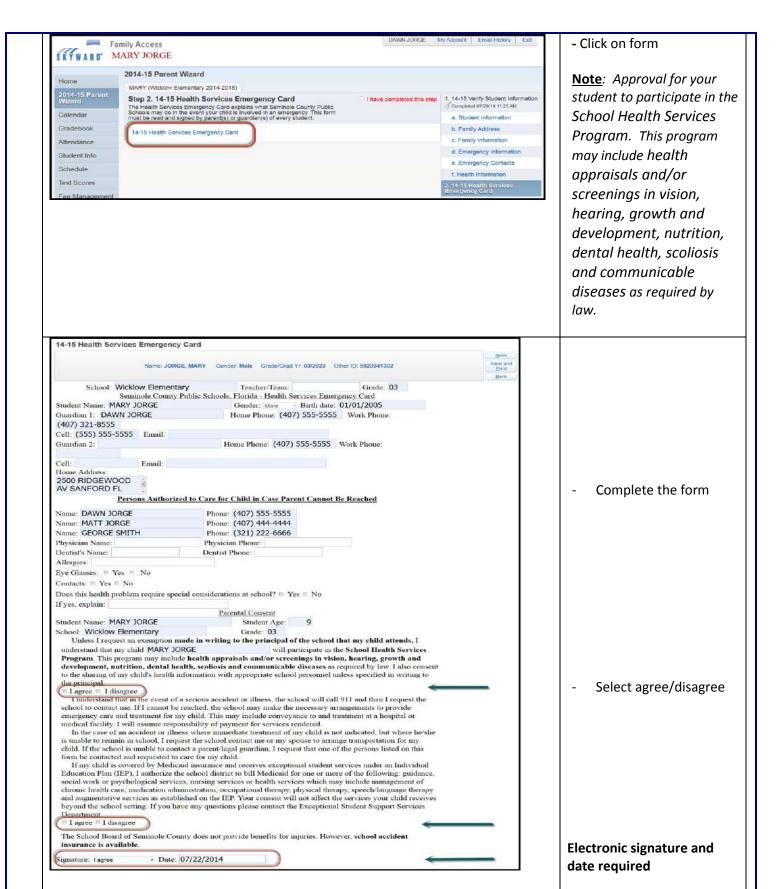


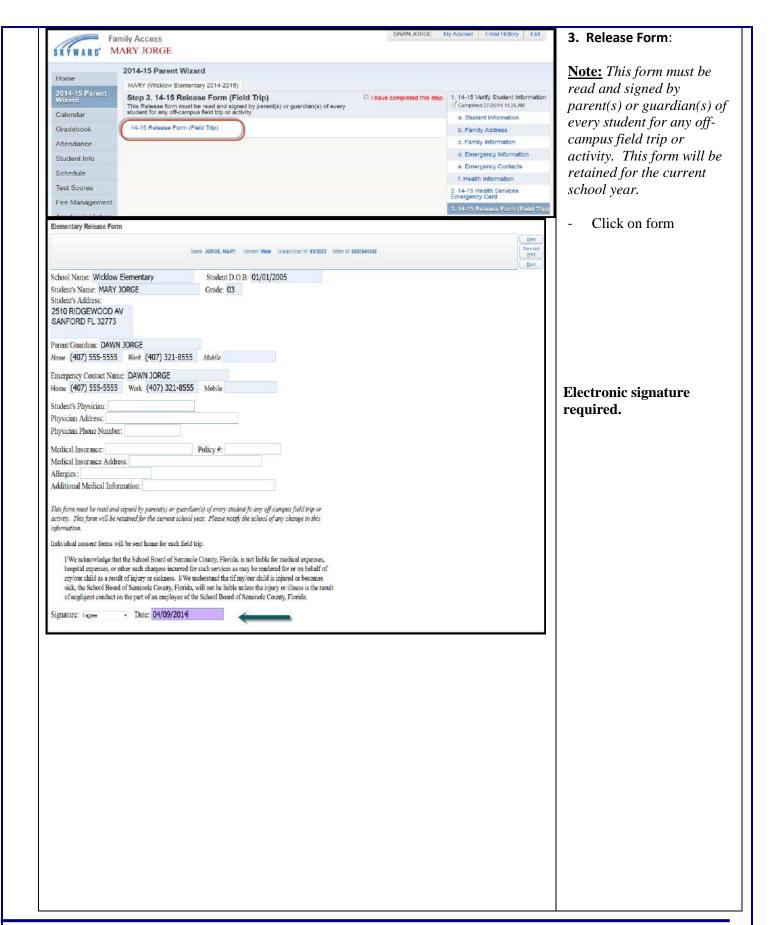
d). Emergency Information

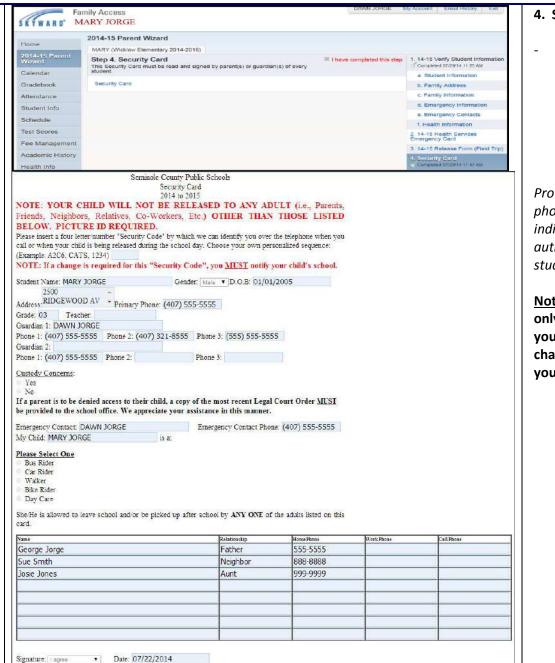
Update Options:

- Critical Alert Information
- Physician
- Dentist
- Hospital
- Insurance
- Policy







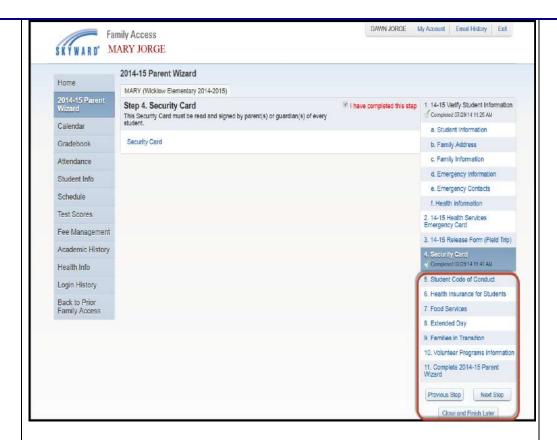


4. Security Card

Click on form

Provides the names and phone numbers of individuals whom you authorized to pick up your student(s).

Note: Security Codes can only be entered once. If you need to make a change, please contact your school.



Other Areas:

- 5. Student Code of Conduct
- 6. Health Insurance for Students
- 7. Food Services
- 8. Extended Day (Elementary Only)
- 9. Families in Transition
- 10. Volunteer Information Program
- 11. Complete Parent Wizard (check box at top of each page).