PowerSchool Parent/Student Portal Overview

Parents/guardians must first create a Single Sign-On (SSO) account in order to access the PowerSchool Portal. Please click on this link….. for SSO setup instructions.

Log in to PowerSchool’s Portal via the link on the district’s home page or type in the URL  https://powerschool.d46.k12.il.us. Students will be assigned their own username and password, which will be included in the letter home. Students will have access to the same pages as parents, except for the Email Notification page.

To protect your student’s information, please keep all usernames and passwords secure.
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Once inside the PowerSchool Portal, you will automatically be taken to the Grades and Attendance page for your student.

Each of the icons shown above will take you to a different page containing information about your student. Anywhere you see a blue link, you can click to find even more information. For printer-friendly pages, click on the printer icon in the bottom right of the page.

You can return to the first page anytime by clicking on the green PowerSchool logo.

Following is a brief description of the contents of each page:

Grades and Attendance

- Current schedule and grades earned for current classes are displayed in the center of the screen. Click on a blue letter grade to see class assignments and scores earned. Click on a blue teacher’s name to launch your email program so you can send an email to that teacher. Click on the Show Dropped Classes link if your student had schedule changes during the quarter.
- Attendance for the last 2 weeks is displayed on the left of the screen. Attendance codes are explained at the bottom of the page. Note: Grades 7-8 take attendance every period; Grades 5-6 take attendance once per day.
- Period attendance totals for the current quarter are displayed on the right of the screen.
- Daily attendance totals for the current year are displayed at the bottom of the screen.
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Grades History

• A different view of final grades stored for this current year. Click on a blue percentage figure to see class assignments and scores earned.

Attendance History

• A different view of attendance codes for the current quarter.

Email Notification

• If desired, you may receive automatic emails from PowerSchool. If sending to multiple email accounts, please separate each email address with a comma, no spaces. Note: the School Announcements and Balance Alert functions are not used in CCSD46.

Whom should I contact if I have a question?

For grades or assignments..... contact the teacher for the specific class.
For attendance .................... contact the school office.
For PowerSchool help......... send an email to d46powerschool@d46.k12.il.us.
........................................ Please type in the subject line: PowerSchool Portal Help.
For password issues ........... call the school office to have your password mailed to the mailing address on record, or bring a photo ID to the school office.