
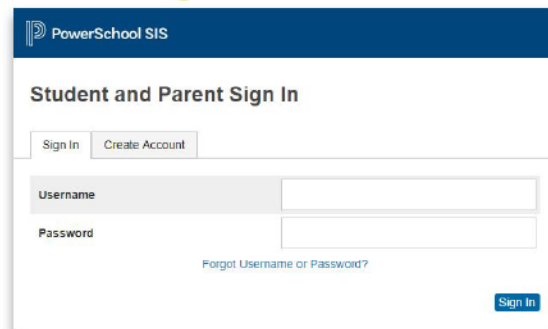


### Sign on to the PowerSchool Parent Portal


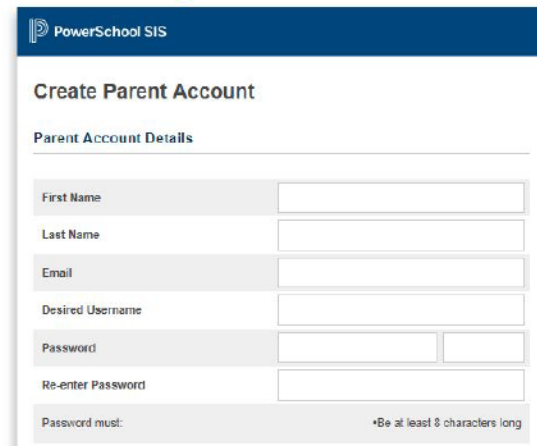
Sign on to the PowerSchool Parent Portal from the Bradford Academy website at <https://bradfordacademy.com>. Click on the Parent and Student drop down menu at the top center of the page. Scroll down and click on PowerSchool. This will take you to the Bradford PowerSchool login page. First thing to do before logging in is to create an account. Click on the Create Account link and complete the form.

The screenshot shows the PowerSchool SIS login page. At the top is the Bradford Academy logo. Below it is a blue header with the PowerSchool SIS logo. The main heading is "Student and Parent Sign In". There are two tabs: "Sign In" (selected) and "Create Account". Below the tabs are two input fields: "Username" and "Password". A link "Forgot Username or Password?" is located below the password field. A "Sign In" button is at the bottom right.

To create a parent/guardian account, you will enter the following information:

- **Name** – Your first and last name
- **Email** – Student notifications and correspondence related to your parent/guardian account will be sent to this email.
- **Desired Username** – Your username is your unique PowerSchool identity
- **Password** – Your password must be at least 6 characters long and can't contain symbols.
- **Student Access Information** – This includes the Access ID and Access Password for each student and your relationship to the student. The Access ID and Access Password can be received from your classroom teacher or main office. Please call our main office at 248-351-0000 for help.

The screenshot shows the PowerSchool SIS "Create Parent Account" form. At the top is the Bradford Academy logo. Below it is a blue header with the PowerSchool SIS logo. The main heading is "Create Parent Account". Below the heading is the section "Parent Account Details". There are several input fields: "First Name", "Last Name", "Email", "Desired Username", "Password" (with a strength indicator), and "Re-enter Password". A note at the bottom right states "Password must: \*Be at least 8 characters long".

Once you have created the account and added your student(s), click Enter. You then will be directed back to a login screen where you will use your new login and password that you have just created. After logging in you will see the main Parent Portal screen. Across the top you will see a tab for your child/children. On the left navigation bar there are links to several screens providing information about grades, attendance, email notification etc.