

# How to Create a Parent PowerSchool ID

**Recommended for new Bishop Hartley Parents**



## You will need:

Make sure you have the letter from your child's school that contains the Access Codes you will need for **Step #9** before you begin this process.

If you do not have this letter, you will need to visit your child's school to request a copy. Please be ready to verify that you are the child's parent and/or legal guardian.

## Student and Parent Sign In

### Parent Sign In

Parents - Click the button to sign in. You will be redirected to the Parent sign in page.

Parent Sign In

### Student Sign In

Students - Click the button to sign in. You will be redirected to the Student sign in page.

Student Sign In

Step 1 & 2:

In your web browser, go to:

<https://bishophartley.powerschool.com/public/>

On the Student and Parent Sign In page,  
click **Parent Sign In**

# Welcome to Unified Classroom!

Sign in with your PowerSchool ID.


PowerSchool ID


Password

Forgot Password?


Sign In

— OR —

 Sign In With Microsoft

 Sign In With Google

If you do not have a PowerSchool ID  
[Create an Account here](#)



#### Step 4:

- At the bottom of the page, click
  - **Create an Account Here**

# Set Up Your New PowerSchool ID

**Fill out all fields**

Unified Classroom uses a new global PowerSchool ID.  
Please enter a new username and password.

First Name Required

Last Name Required

PowerSchool ID (email) Required

Your PowerSchool ID must be an email address.


Password Required ?

Your password should:

- be between 8 and 64 characters long
- not include your PowerSchool ID or any portion of your PowerSchool ID
- not have more than 3 repeated characters in a row (e.g. "aaaa")
- not be found in a database of common passwords
- not include the name of any PowerSchool products

Confirm Password

Create PowerSchool ID



#### Step 5:

- Enter your information in the boxes provided. This is YOUR information, not your child's.
- ***Write down your email and password for future reference.***
- Click **Create Powerschool ID** when done.

## Welcome to Unified Classroom!

Sign in with your PowerSchool ID.


PowerSchool ID  
parent email address


Password  
.....


Forgot Password?

**Sign In**

— OR —

 Sign In With Microsoft

 Sign In With Google



### Steps 6 & 7:

- Go to [classroom.powerschool.com](https://classroom.powerschool.com) in your web browser and click the **PowerSchool** link at the top of the page.
- In the PowerSchool ID field, enter the ID (email) from Step 4.
- In the Password field, enter the password from Step 4 and click **Sign In**

## Welcome to Unified Classroom!

Your account currently is not connected to your student. Please select one of the options below.

**I Have a Student Access Code**


An access code was either mailed, emailed or handed-out to you.  
If you don't have an access code, contact your school administrator.

— OR —

**I Have a Username and Password in My District's PowerSchool Parent Portal**

You will be redirected to the PowerSchool Parent Portal

You can [Sign out](#) and come back later to complete this process.



### Step 8:

- Click **I Have a Access Code**

## Welcome to Unified Classroom!

Student Name

Student Access Code

Student Access Password

[Add Another Student](#)

[Continue](#)

You can [Sign out](#) and come back later to complete this process.

## Sample Letter Sent Home

Bishop Hartley High School To the parents of Jane Hawk

As of the 2020-2021 school Bishop Hartley will be Powerschool Unified Classroom. This is a student learning management system that allows students and parents to enhance their academic experience with several features. Students and parents will be able to access each of the student's classes to view course information, assignments, grades and attendance. We are excited to make the transition to Powerschool and look forward to learning and growing in the system as we go through our first year. Below are instructions to lead you through the process of setting up a parent account and link it to your student's account.

CREATING A PARENT ACCOUNT  
[classroom.powerschool.com](https://classroom.powerschool.com)

1. Go to <https://classroom.powerschool.com>
2. This link can also be found on our school website. Go to our school website, find the parent tab, select Powerschool and use the URL provided.
3. Click on Create An Account
4. Please fill out the necessary information to complete to create your Powerschool account. IMPORTANT REMINDER your Powerschool ID will be your email address and what you will use to login.
5. Your Powerschool account has now been created. Click to Continue to Unified Classroom Sign In.
6. To link your account to your student's account, click I Have a Student Access Code. Enter your student's FULL First and Last name.

Parent Access Code: Hawk2020  
 Parent Access Password is: 01234

6. Once you click Continue, your account will have been set up. You will go to <http://classroom.powerschool.com> whenever you to check the account. Please bookmark this page for future use.

You are now ready to share in your student's academic experience for the 2020-2021 school year. We are excited for our new school year and using our new learning platform Powerschool! If you have any questions regarding the use of Powerschool please contact the technology office Kim Donnelly at [Kim.Donnelly@bishophartley.org](mailto:Kim.Donnelly@bishophartley.org).

### Step 9:

- Enter the required information:
- Enter your child's name as it appears on the Parent Portal Letter that you received.
- Enter the Parent Access ID from the letter.
- Enter the Password from the letter.

If you have another child in the school system, click Add Another Student, otherwise click **Continue**.

***Be patient*** – you may see a completely white screen or loading screens, in some cases, up to 5 minutes, depending on your connection speed.

## Welcome to Unified Classroom!



You have successfully linked your students to Unified Classroom.

We are loading data to your student dashboard which may take up to 5 minutes. You may close your browser window and come back later, or wait until your student dashboard is generated.

You can [Sign out](#) and come back later to complete this process.

