Skyward Family and Student Access Features

◊ **Easy Navigation**

◊ **Secure login and password**

◊ **Subscribe to automatic email notifications**

◊ **Parents see all their students automatically**

◊ **Real-time student information online—grades, assignments, test scores, attendance and more!**

◊ **Parents can update information online**

◊ **Information available for students**

◊ **Students can submit information online**

HOW DO I LOG ON?

1) **Log onto www.newaygo.net**

2) **On the Newaygo Public Schools District Home Page click on the** skyward **link and your log in screen will appear**

SIGNING UP FOR FAMILY and STUDENT ACCESS

1. Read the Skyward Family and Student Access Acceptable use and safety policy
2. Fill out the application and turn it into the office and you will receive an email notification with your user name and password.

IMPORTANT NOTE OFFICIAL TRANSCRIPT

Official Transcript(s) must be requested from the Guidance Office at your students school

STAY CONNECTED

Newaygo Public School District encourages you to utilize "Family and Student Access" which allows parents to connect with student data online, anytime, from anywhere. The "Family and Student Access" is a free online tool that provides parents and students with an easy way to stay informed. It is a great way for parents to track their child's academic progress.

How It Works

To use the "Family and Student Access" you will need access to a computer with internet access. Users are able to access the "Family and Student Access" from home work or even the public library. Instructions are provided in both English and Spanish. Once a portal account is created for your student, that account will remain active at Newaygo Public Schools.

Benefits

⇒ Automatically displays all of a guardian's students under one login

⇒ Family accounts available for food service payments

⇒ Parents can view: grades, assignments, test scores, discipline, report cards, health records, fee management, graduation requirements, activities, message center, curriculum maps, emergency contact, attendance, bus schedule

⇒ Parents can make payments , send and receive emails, notify school of absences, submit course requests, register their student, add notes in their student calendar, sign up for email notifications, update their email address and print reports

HOW DO I LOG ON?

1) GO TO WWW.NEWAYGO.NET

2) UNDER USEFUL LINKS CLICK ON SKYWARD FAMILY ACCESS

If you have concerns with information you find on the site:

1. **Discuss the issue with your student.**

2. **Discuss the issue with the teacher personally or via email.**

3. **Discuss the issue with the Administrator in your child's building.**

NPS "Family and Student" Acceptable Use and Safety Policy

Access to the "Family and Student Access" on the school district computer system is a privilege, not a right. Users are required to adhere to the following guidelines:

1) User will act in a responsible, ethical and legal manner.

2) User will not attempt to harm or destroy data of another user, the school or the district network.

3) User will not attempt to access data or any account owned by another user

4) User will not use the "Family and Student Access" for any illegal activity including violation of data privacy laws Anyone found to be in violation of these laws may be subject to civil and/or criminal prosecution.

5) Users who identify a security problem with the "Family and Student Access" must notify the Newaygo Public School District immediately, without displaying the problem to anyone else.

6) User will not share their password with anyone, including their own child(ren)

7) User will not set their computer to automatically log-in to the "Family and Student Access".

8) Users identified as a security risk will be denied access.

Concerns about "Family and Student Access" please contact the Administration Office at 231-652-6984

PURPOSE

Newaygo Public School District has made "Family and Student Access" available to enhance communication between the school and the parents. *Newaygo Public School District reserves the right to add or remove any of the above functions from the "Family and Student Access" at any time.

General Statement of Policy

Newaygo Public School District uses the Skyward administrative software to track students. Skyward has developed "Family and Student Access" as a tool to allow parents to view the records of their child(ren) via the internet.

The Newaygo Public Schools will provide parents of currently enrolled students the privilege of access to the "Family and Student Access". *Newaygo Public School District reserves the right to deny access to the "Family and Student Access" due to court orders or any other legal proceedings that limit availability of private educational data. Additionally, persons will not be issued access to "Family and Student Access" of a student of whom they are not a parent or legal guardian unless the parent or legal guardian submits written authorization of such access.*