

# FACTS Family Portal

FACTS Family Portal School Management Software gives you, the busy parent, an opportunity to get more involved in your child's academic progress and future success – all via the Internet! Through use of a private and secure portal, parents can view academic information specific to their children, while protecting their children's information from others.

Family Portal can be used to:

- See your child's grades, attendance, homework and conduct
- Access a variety of posted school information
- Communicate with teachers & much more.....

## **New Families - Instructions to Set Up ParentsWeb Account**

- Login to **FACTS Family Portal (Click the Family Portal button the the schools main website – Parent Tab — Parent Portal)**
- If requested from Family Portal Login, District Code is: **SF-WV**
- Click on Create New Family Portal Account
- Enter your email address
- Click Create Account
- FACTS SIS system will immediately email you a password. Please check the email and click link provided to gain access to page where you can create your username and password. For security purposes, that link will only be active for 15 minutes.
- Create username and password (password should be a minimum of 6 characters in length)
- Go back to **FACTS Family Portal** login page and enter your new username and password
- Click the Login button
- You should now be logged into the School Information home page of FACTS Family Portal.

## **Additional Notes:**

- If you would like to add an additional account for your spouse, please follow the steps above using their email address.
- If you would like to setup an account for your student, your child will need to setup their account as outlined above.
- For further assistance, please email Mr. Swierkos at [eswierkos@sfccs.org](mailto:eswierkos@sfccs.org)