Steps to Add Additional Children to an Existing PowerSchool Portal Account

The PowerSchool Portal allows you to use a single account to view information on more than one child. You can link your children when your first create an account, or can add them later by following the process below:

Step 1: NAVIGATE TO THE PARENT PORTAL LOGIN PAGE
The Parent/Student Portal can be found at the following web address:
https://sgcsd.powerschool.com/public/home.html
This link can also be found on the district's home page, https://www.scotiaglenvilleschools.org/

By clicking on the PowerSchool icon
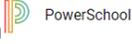
Step 2: Click on the "Account Preferences" button.
Once logged into the portal, click on the "Account Preferences" button located on the lower left of the home screen.
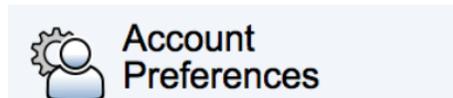
Step 3: Click on the "Students" tab under account preferences.
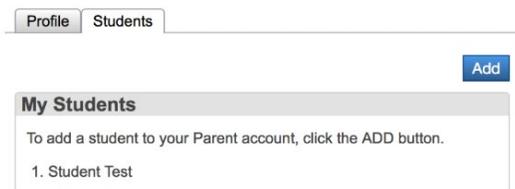
Step 4: Click on the "Add" button.
When prompted, enter your child's name (to identify this child in your account), the Access Key (ID and Password, as provided in the letter) and your relationship to this student.

Step 5:Click the "Submit" button.
Your child will be added to your account. You will now be able to switch between children using the names shown below the "PowerSchool" logo on the upper right of each page, as shown below: