



Dear Elementary Parents,

Cocalico School District no longer sends home paper copies of your child's report cards. However, you can access your child's grades at any point during the year, to monitor his or her progress.

ALL K-5 PARENTS can view your student's **report card** by following the directions below.

**To access our Student Information System, please do the following:**

1. Log in to PowerSchool at <https://powerschool.cocalico.org/> from a computer or web browser, not from the PowerSchool app.
2. Enter your parent username and password. This is the same username and password you would have used to complete your student's Student Information Forms this summer.

**\*Note: If you see a red message indicating you have outstanding forms to complete, do this first and then you can gain access to the next steps.**

3. The first tab, "**Grades and Attendance**," on the left-hand side will show you your child's current grades and attendance. Note that this may change daily, as tests, quizzes, or other projects are scored by your child's teacher.

4. To view your child's report card, click on the 4<sup>th</sup> link down on the left-hand side, called "**Report Cards**."

5. If you need assistance with any of these steps, please contact the school office.

