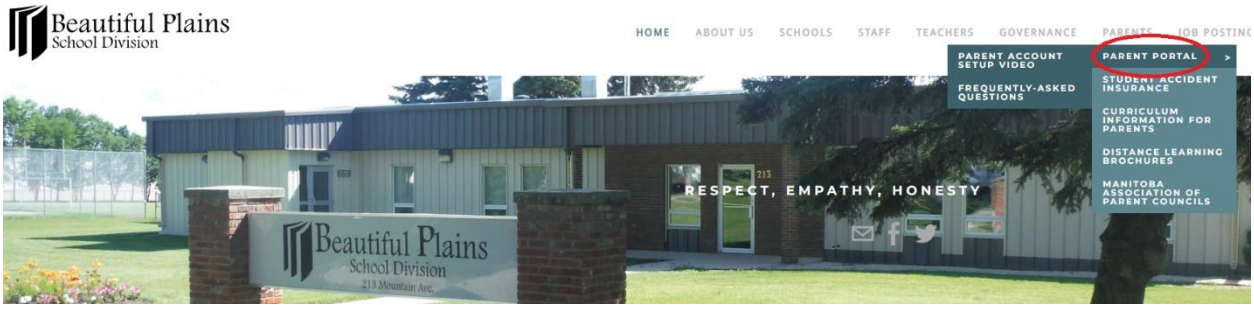
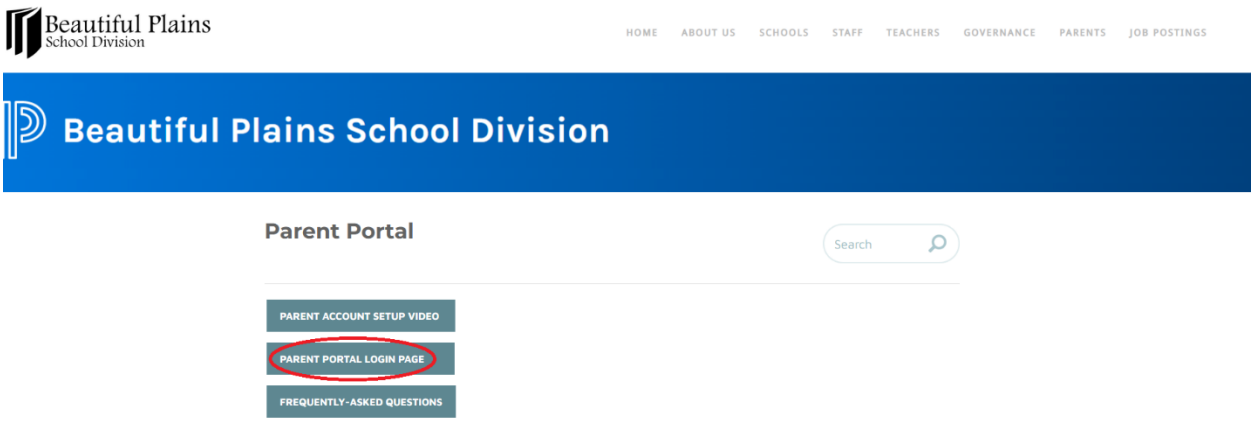
Verifying Student Information

Log in to the Parent Portal Page

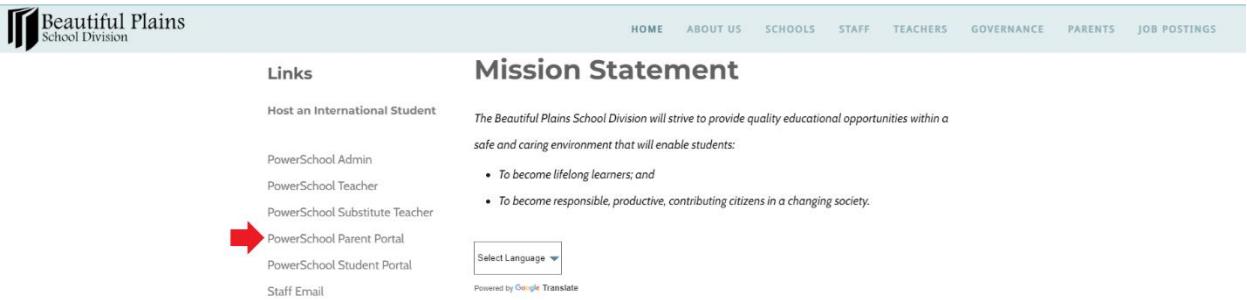
1. To access the Parent Portal login page, use this URL: https://bpsd.powerschool.com/public/
2. The page can also be launched thru the Beautiful Plains School Division website: https://www.beautifulplainssd.ca/
   - From the **Homepage**, go to the **Parents** menu, then click the **Parent Portal** option.
   - Another option is to scroll down a bit from the **Homepage**, look for the **Links** list, then click the **PowerSchool Parent Portal** link.



- Click on the **Parent Portal Login Page** button



- Another way to access the Parent Portal login page is to click on the **PowerSchool Parent Portal** link from the **Homepage**.



Parent Portal Account

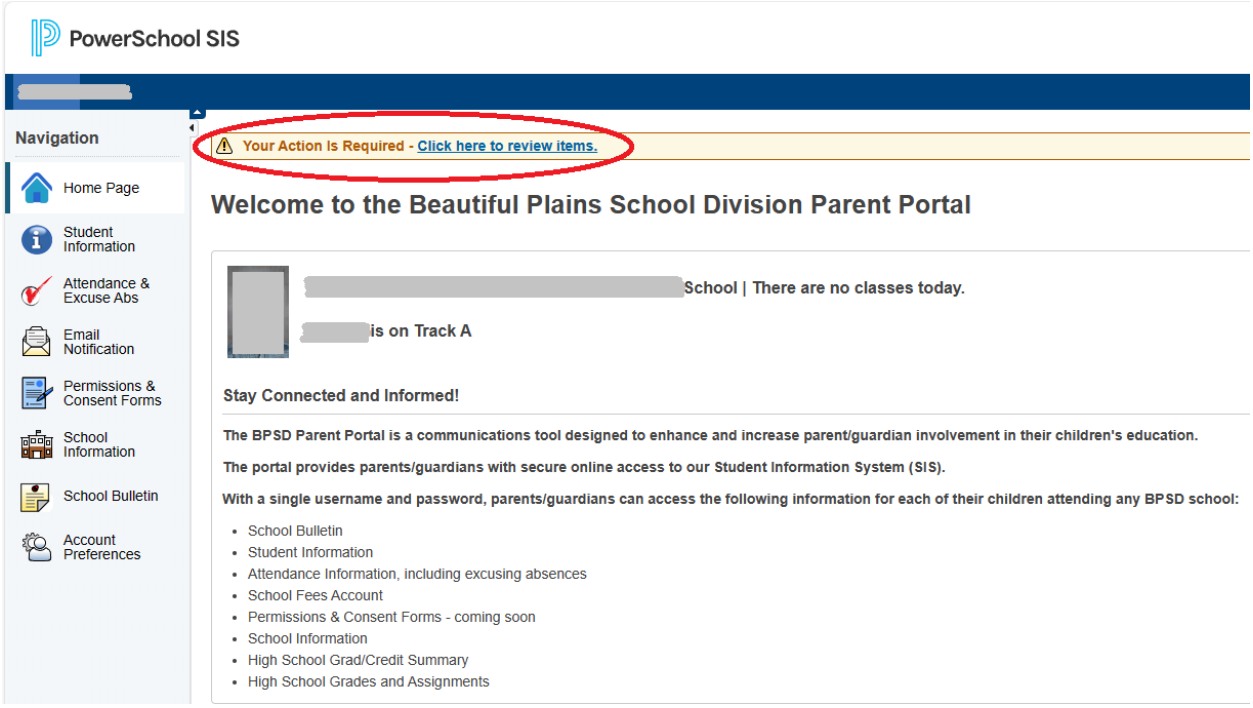
1. **Username**
   - Format: **Current email address** on PowerSchool (e.g. tristan.delacruz@yahoo.com)
   - **NOT** case sensitive (e.g. TRISTAN.DELACRUZ@yahoo.com or tRISTAN.dELACRUZ@yahoo.com)
   - **NO spaces** before, in-between, and after the email address

2. **Password for Initial Log in**
   - Format: Password that had been created thru the "Parent Portal Setup" process
   - **NO spaces** before, in-between, and after the numbers (unless spaces are added intentionally as part of the password).

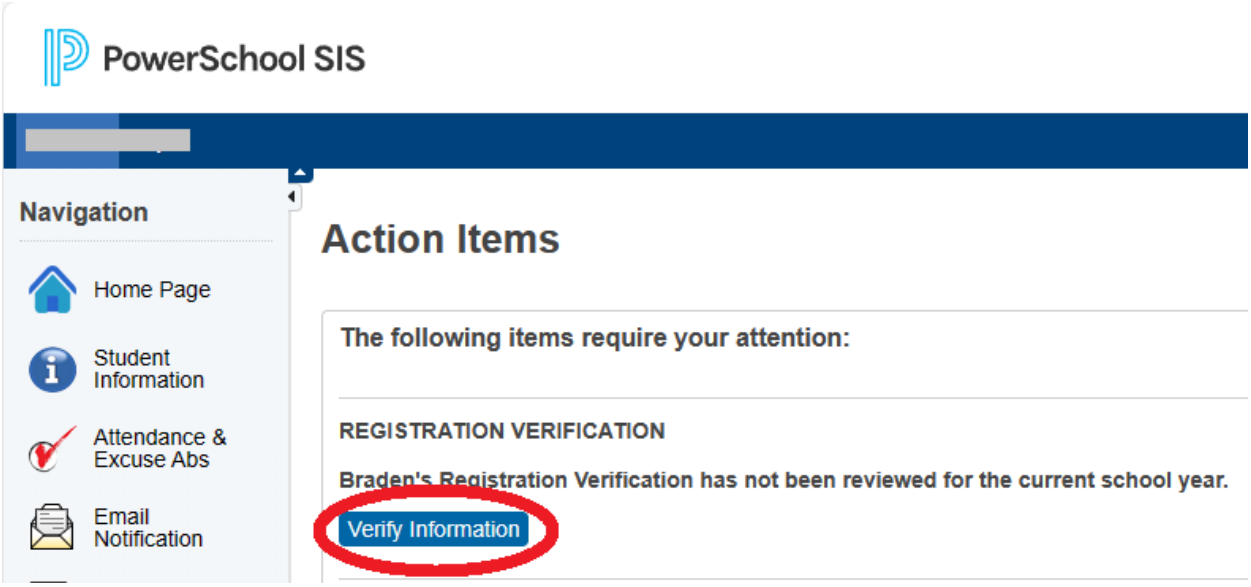
3. **For more info on setting up the Parent Portal**
   - Kindly visit our Beautiful Plains School Division website: https://www.beautifulplainssd.ca/
   - **Parents** menu > **Parent Portal** option > **Parent Portal Setup Video** page: Parent Account Setup Video - Beautiful Plains School Division (beautifulplainssd.ca)

Always check if there are any notifications

1. After successfully logging in to the Parent Portal, see if there's a "**Your Action is Required**" item.
2. If there is, click on the "**Click here to review items.**" link.



3. Look for the "**REGISTRATION VERIFICATION**" item.
4. Then click the "**Verify Information**" button.

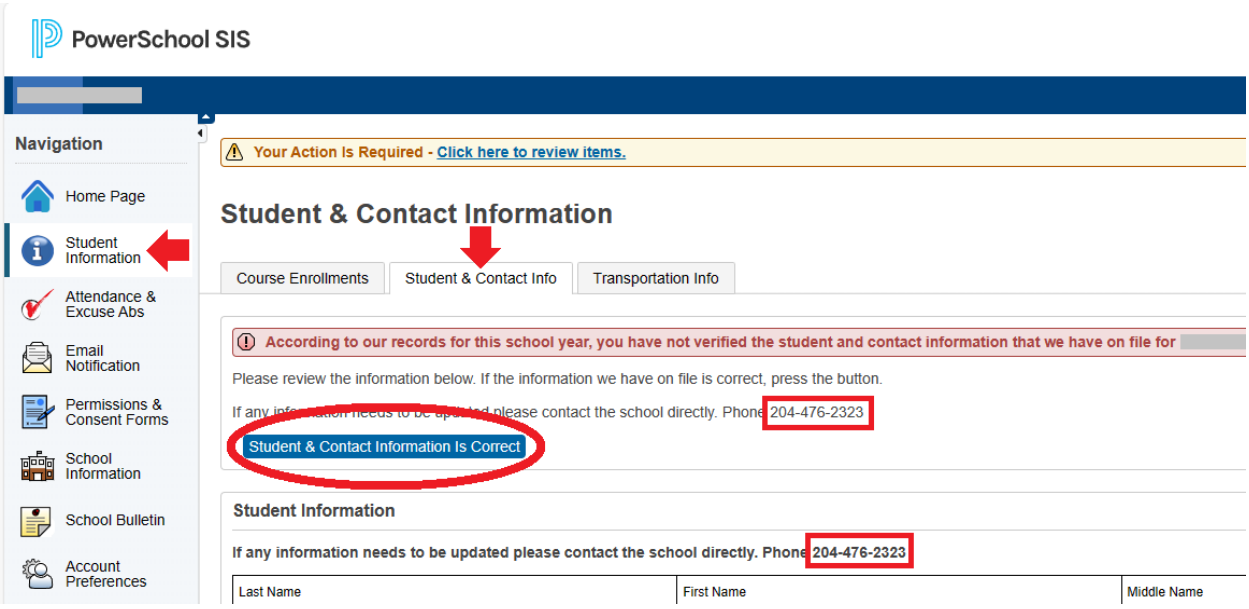


Review and Verify All the Student and Contact Information

1. On the **Student & Contact Information** page > **Student & Contact Info** tab
   - Please review and verify if all the information shown are correct and up to date.
   - Scroll down up to the bottom of the page to see all the information.

2. After reviewing and verifying, if all the information is correct and up to date, then kindly click the "**Student & Contact Information is Correct**" button.

3. If any information needs to be updated, please contact the **School Office** directly using the **Phone Number** provided on the page.



4. Another way to access the **Student & Contact Information** page
   - On the **Left** menu, under **Navigation**, click the **Student Information** option.
   - Then click the **Student & Contact Info** tab.