

## Family Access

This document will provide a brief overview of how to log in to family access and view information for your students.

### Logging in to Family Access

- ✓ Make sure you have your login and password.
  - If you don't have your login and password, please contact your child's school.
  - Each student and parent will have their own unique account. There are features that are enabled for parents that aren't visible to students, so please make sure you don't share your account information with your child.
- ✓ Visit [bellingshamschools.org/skywardfamilyaccess](http://bellingshamschools.org/skywardfamilyaccess). Click on the link that says Skyward Family Access.



 **Skyward Family Access**

Schools Departments Administration Students Families Staff School Board Jobs

Home » Families » Skyward Family Access

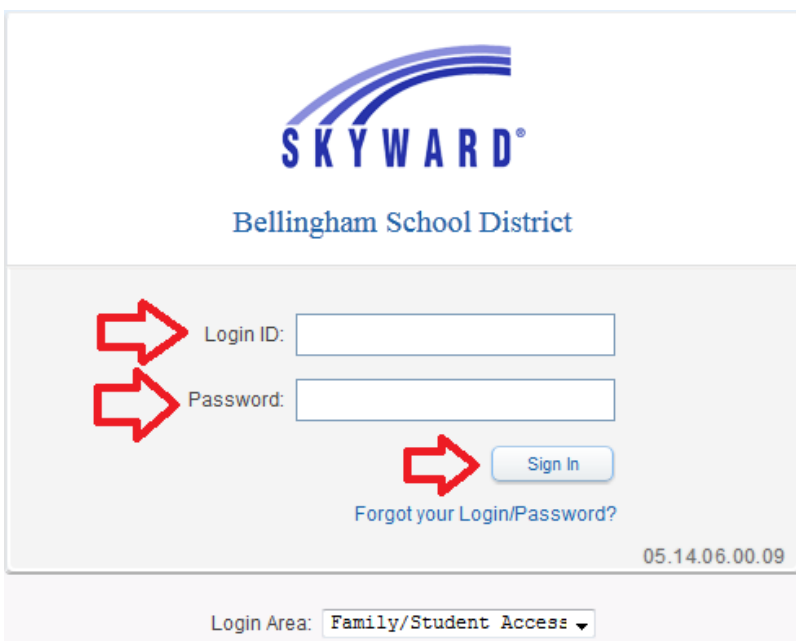
[Login for Skyward Access](#) (login page for both Family Access and Student Access)


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Skyward Family Access

Skyward Family Access is a web-based program that is accessible to families from any Internet connection. High school students are also able to log into Skyward Family Access to see their information and to register for courses. With Skyward Family Access, families have the opportunity to:

- View attendance records, health and behavior information
- Access state and district test score data
- See school meal choices and have the option of paying online via credit card; Option of paying ASB fees online
- Access student's academic history (middle and high school only)
- High school transcripts, graduation requirements and educational milestones (high school only)

- ✓ This will take you to a login screen. Enter your Login and Password, then click Sign In.
  - If clicking Sign In returns you to the login page and doesn't open family access, please check your pop-up blocker. Allow pop-ups for the site, then retry.



  
Bellingham School District

Login ID:

Password:

[Forgot your Login/Password?](#)

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Login Area: Family/Student Access ▾

## Settings in Family Access

- After logging in to Family Access you'll see your "wall." This is where messages posted by the teachers and records of food service payments will display. Messages will continue to display until you hide them.

The screenshot shows the Family Access interface. At the top left is the SKYWARD logo. To its right is the text "Family Access" and a grey bar. In the top right corner, there are links for "My Account", "Email History", and "Exit". Below these is a "District Links" icon. On the left side, there is a vertical navigation menu with items: Home, Calendar, Gradebook, Attendance, Student Info, Food Service, Schedule, and Discipline. The main content area shows a message from "Strobel, Nick (Orchestra Cham / 01, Period 4)" titled "Chamber Recital" dated "Sat Jun 7, 2014 10:01pm". The message text says: "Members of the chamber orchestra will be presenting a concert of chamber music this Thursday, June 12th at 7pm. The concert is in the Bellingham Cruise Terminal Dome Room and we will have a potluck dessert/appetizer reception following." Below this is a yellow message titled "Payment made to Food Service Account" dated "Tue May 20, 2014 4:00pm" with a red apple icon. The text says: "A payment of \$20.00 was made today, Tue May 20, 2014, to the Payor". On the right side, there is a "Upcoming Events" section with a "Calendar" link, showing "Fri Oct 10, 2014" and "No School - Non-School Day Bellingham High School".

- There are a few different options you can select to hide messages.
  - One method is to hide individual messages. To the right of the message you want to hide click on the dropdown arrow and choose Hide Message

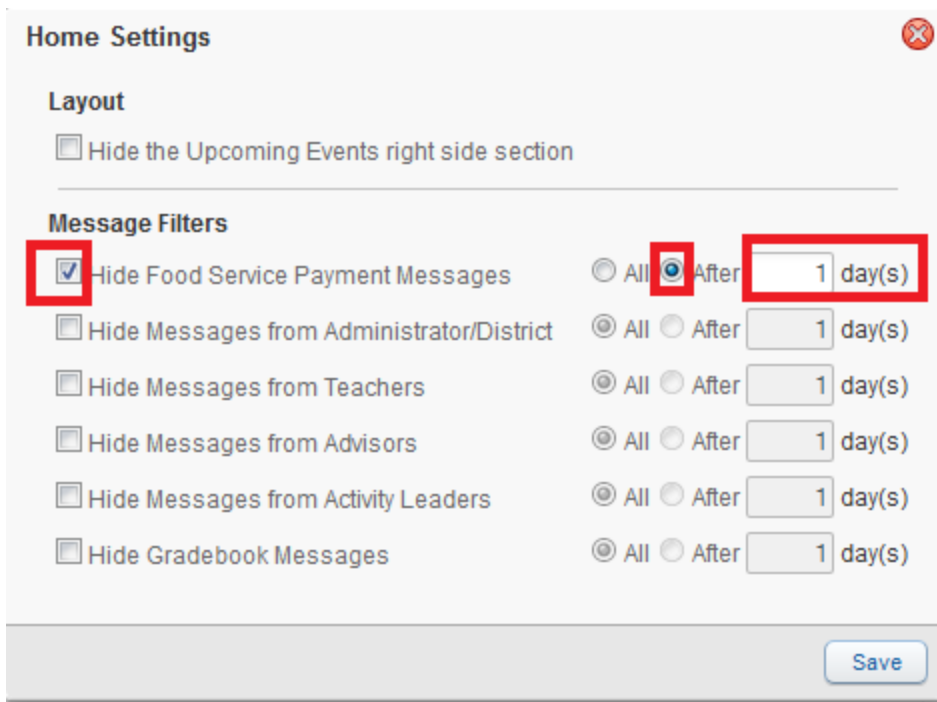
This is a close-up of the "Chamber Recital" message. A red box highlights the dropdown arrow on the right side of the message. A red arrow points to the "Hide message" option in the dropdown menu. The "Mark as read" option is also visible.

- Another method is to set up a time limit for messages to display. This setting is found by clicking on the icon that looks like a cog and choosing Home Settings from the dropdown.

This screenshot shows the settings menu. A red box highlights the gear icon (settings) in the top left. A red arrow points to the "Home Settings" option in the dropdown menu. Other options visible are "Show All Hidden Messages" and "Reset All Hidden Messages to Unhidden".

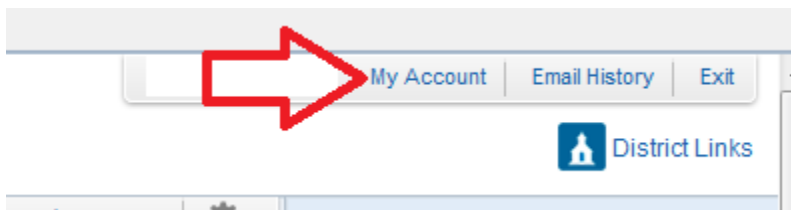
- On the Home Settings screen check the box next to each kind of message, select the button next to After, then set how many days you want them to stay visible. If you check Family Access every day you may want to hide the message after only 1 day.

However, if you don't check Family Access frequently you will want to pick a longer timeframe so messages won't be hidden before you have a chance to read them. After making selections, click Save.



The screenshot shows a 'Home Settings' dialog box with a close button in the top right corner. Under the 'Layout' section, there is a checkbox for 'Hide the Upcoming Events right side section'. The 'Message Filters' section contains several options, each with a checkbox and radio buttons for 'All' and 'After', followed by a text input field for the number of days. The first option, 'Hide Food Service Payment Messages', has its checkbox checked, the 'After' radio button selected, and the input field set to '1'. The other options are 'Hide Messages from Administrator/District', 'Hide Messages from Teachers', 'Hide Messages from Advisors', 'Hide Messages from Activity Leaders', and 'Hide Gradebook Messages', all with their checkboxes unchecked and 'All' radio buttons selected. A 'Save' button is located at the bottom right of the dialog box.

- Additional Settings options are available by clicking on My Account in the top right corner of your screen.



- On the My Account screen you can click the Change Password button to create a new password (student passwords can't be changed). You can also click Profile Picture to upload a picture of yourself if you wish. At the bottom of the screen you can sign up for Email Notifications for grades. This works best at the high school level since elementary and middle schools are on the standards gradebook.

Account Settings

Email:

Phone:   Ext:

Cell:   Ext:

Work:   Ext:

Show Google™ Translator in Family Access

I'm Using a Screen Reader

Outline Links When Focused

Family Access Login:

Password Last Changed: (  )

Email:



Address (Mailing Address)

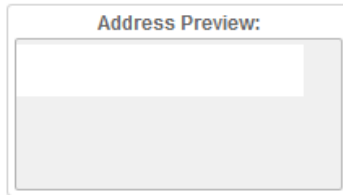
Street Number:  Street Dir:  Street Name:

SUD:  #:  P.O. Box:

Address 2:

Zip Code:  Plus 4:  City/State:

County:



Email Notifications

Receive Grading Emails for my student(s) ?  
 Assignment/Class Percent Overrides (If blank, the School default low and/or high percent will be used):  
 Low:  for

Receive Progress Report Emails for my student(s)  
 Daily  Weekly (every Saturday)  Monthly (1st of each month)  
 These are only available for your students who are enrolled at Sehome High School.

**Navigating in Family Access**

- At the top left you'll see the name of your child. If you have more than one student currently enrolled in the district you'll see All Students and be able to switch to seeing only one child at a time by clicking the dropdown arrow and choosing the name.



Home

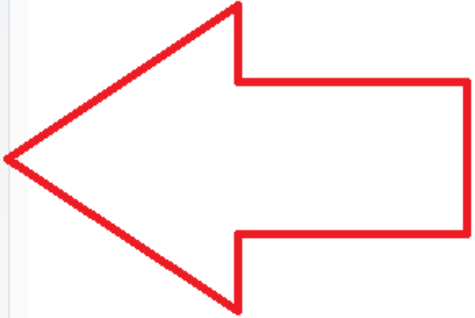
Calendar

Gradebook

- On the left of the screen are the different tabs you can click on to see additional information about your child.



Home
Calendar
Gradebook
Attendance
Student Info
Food Service
Schedule
Discipline
Activities
Educational Milestones
Graduation Requirements
Academic History
Report Card
Health Info
Login History



- Within many of these tabs you'll see Display Options that you can click on to customize your screen. For example, in the Gradebook screen you can choose which gradebook items to display and which terms you want to see.

- Home
- Calendar
- Gradebook
- Attendance
- Student Info
- Food Service
- Schedule
- Discipline
- Activities
- Educational Milestones
- Graduation Requirements

### Gradebook

Missing Assignments exist for your students

[\(Show All\)](#)

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### Class Grades

Middle School Display Options

Class
<ul style="list-style-type: none"> <li>▼ <b>Math 7/8 S1</b></li> <li> <ul style="list-style-type: none"> <li>▼ Ratios and Proportional Relationships</li> <li>Ratios &amp; Relationships</li> <li>I can compute unit rates...</li> <li>I can recognize and represent propo...</li> </ul> </li> </ul>

- Click on each tab and experiment with the different display options until you find the view that is most helpful and meaningful for you.