

## Dedham Public Schools

### PowerSchool Grade Portal Adding Children (Students) to Your Account

1. Log into PowerSchool using your parent account credentials
2. On the Navigation menu on the left side of the screen, click “Account Preferences”
3. Click the Students tab
4. Click the Add Button
5. Enter the following information
6. Student's name
  - a. Enter your parent-guardian Access ID for this student\*\*
  - b. Enter your parent-guardian Access Password for this student\*\*
  - c. Choose YOUR relationship to the student.
  - d. Click Submit

NOTE: Usernames and Passwords are CaSe sensitive

7. Additional students can be added by again clicking the Add button.