

Dear Parents,

We are happy to grant you access to a parent/guardian account for PowerSchool – Parent Portal. This portal allows you to access real-time information on your child's grades and attendance. You will be able to simply click on your child's grade in a class and see the complete list of assignments and grades. You will also be able to e-mail your child's teachers by simply clicking on their name within the grade book.

In order to access the Parent Portal, you will need access to a computer with internet access and a working personal e-mail account. Access can be granted by e-mailing the following information to:

CPEParentPortalHelp@charleston.k12.sc.us



Charles Pinckney Elementary

3300 Thomas Cario Blvd.
Mount Pleasant, SC 29466
Tel. (843) 856-4585
Fax (843) 856-4594
pinckney.ccsdschools.com

Gerrita Postlewait, Ed.D.
Superintendent of Schools

Michelle Simmons
Associate Superintendent
Elementary Learning Community

Tiffany Henderson
Principal

The email should contain the following information:
Your Pinckney child's or your children's full legal names – as they appear on their birth certificates
Your Child's Grade
Your Full Legal Name
Your relationship to the child (Mother, Father, Step-Father, Legal Guardian, etc.)

If you already have a Parent Portal guardian account for a student at another school, please provide that information and make certain to use the same email account for both schools. Your existing account can access multiple students. Once we are able to verify your information as soon as reasonable possible we will e-mail you back:

Your personal Powerschool - Parent Portal username and password and the Link to the Parent Portal Website (which is

<https://ccsdschools.powerschool.com/public/>

You will be required to log in one time through this site to change your password. After your password has been changed then you will be able download the app to your phone and sign in. The district code for the app is **LGLC**.

Please note that we are unable to grant access by phone or in person for PowerSchool. We hope that this information will help keep you informed of your child's progress and improve parent-teacher communication. Please contact us at CPEparentportalhelp@charleston.k12.sc.us if you have any questions.

Thank you,

Tiffany Henderson
Principal
Pinckney Elementary