

## Available Information

- Schedules—shows the classes your child was enrolled in as of the last time that schedules were printed. This report is divided by semester.
- Progress Report—(7-8) shows the most recent progress report.
- Report Card—(4-12) shows the most recent report card.
- ERC—(K-3) shows the most recent elementary report card.
- Attendance—shows any days in the current year where an absence was recorded for your child. An attendance note can be generated for any daily absences containing “A\*” making it easier for a parent to submit excuses for unexplained absences.
- Gradebook—assignments and/or grades that are posted to the portal.

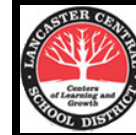


### Parent Portal Technical Support

Lancaster Central Schools  
Parent Portal  
177 Central Avenue  
Lancaster, NY 14086

[www.lancasterschools.org](http://www.lancasterschools.org)

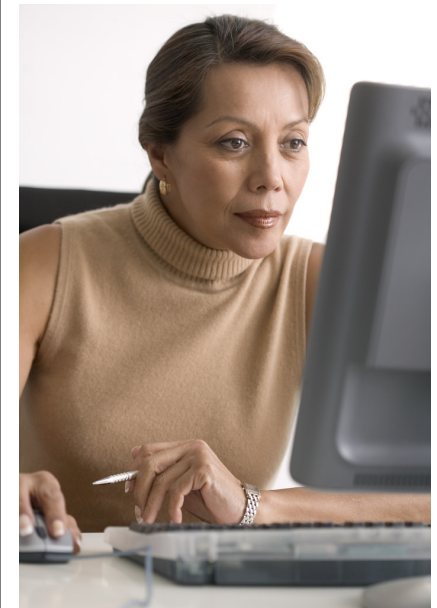
For help email:  
[eSchoolportal@lancasterschools.org](mailto:eSchoolportal@lancasterschools.org)



Lancaster Central  
School District

## eSchool Parent Portal

[www.lancasterschools.org](http://www.lancasterschools.org)



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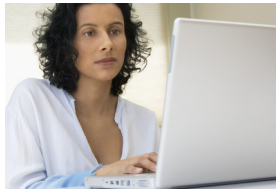
Parent Portal Technical Support

Email:  
[eSchoolportal@lancasterschools.org](mailto:eSchoolportal@lancasterschools.org)

## eSchoolData Parent Portal

The Parent Portal provides you with 24/7 access to your child's academic information. With a Parent Portal account, you may log on at any time to view information regarding your child's schedule, grades, and attendance.

A Parent Portal account provides you with a 'one-stop' shopping feel no matter how many children you have in the district or which buildings those children attend. The computer



Enjoy instant 24/7 access to your child's academic information.

does all the work of correctly matching you up with your children.

Because the design of the database is family oriented, you only need one login account .

As you register your new kindergartener, their information will instantly be pushed to your portal view.

We encourage parents to take part in the Parent Portal by submitting a request via:

<http://www.lancasterschools.org>

\*\* Then click on the Parent Portal icon on the black icon bar\*\*

**Register now!**

**LCSD Parent Portal**

## New Portal Accounts

To create a new account, please go to [www.lancasterschools.org](http://www.lancasterschools.org). On the black icon bar click on Parent Portal to open the login page. First time users can click on *Online Registration* to create a new account. Tips for creating your account...

- Create a username—do not use your email address as your username.
- Sign up for one child—once your account is approved you will have access to information for all children you are linked to in the registration information.
- You can change your password, email address, and username by clicking on **My Account** (upper right corner). Each guardian is limited to one account per name/email address.

Once your request is submitted, it is reviewed by district personnel. Once approved, you will receive an email confirming it was approved and is ready for you to log into the account.

New Account Request Screen



Login Screen

## Using Parent Portal Accounts

On the Parent Portal login page, log in using the username and password that you entered when creating the account. You must agree to the terms and conditions of the site before gaining access your child's information.

Once you log in, you are able to view your home page where your child's name(s) will be displayed as well as district-wide announcements.

Click on your child's name to view their information in a tab format. Each tab corresponds to specific reports generated from the eSchoolData student management system. Tabs include Attendance, Schedule, Transcript, Report Card, Gradebook, and Progress Report. Daily attendance is provided -along with period by period. This gives parents an accurate illustration of the instruction that students receive during the school day. Depending on grade level, some tabs may not be available. Click on the tab containing the information you are looking for. K—3 grade report cards are displayed on the ERC tab.

On Gradebook tab, click the gray button....

**View Gradebook Assignments**

Classes will load in the left pane, and the grades that correspond to the class will load in the right pane by category. Click on the plus sign (+) to the left to drop down the contents of the category.

Category	Weight	Drop Lowest	Drop Highest	Category Avg
Homework	30	0	0	100.0
Tests/Quizzes	70	0	0	85.0

Gradebook screen

(To view another child's information, click the Home button at the top right to go back and click on another child's name.)