

Powerschool Access:

Parents can gain access to their student's information contained in PowerSchool by completing one of two forms, either the hand delivery form **OR** the notary form. The hand delivery form must be completed and brought to the school with a **state-issued photo ID** as proof of identification.

We are currently accepting appointments between the hours of 10am and 12noon on Tuesday, August 4th and Thursday, August 6th (please see the signup genius on our website). Additional appointment times will be made available in the coming weeks. The notary form must be completed, notarized and delivered to the school via mail (706 E. Lenoir Street, Raleigh, NC 27601), email (bpittman2@wcpss.net) or fax (919-670-4312). For more information, please see <https://www.wcpss.net/Domain/69>.

Forms can be accessed below:

Notary Form (English):

<https://www.wcpss.net/cms/lib/NC01911451/Centricity/Domain/69/parent-portal-notary.pdf>

Hand Delivery Form (English):

<https://www.wcpss.net/cms/lib/NC01911451/Centricity/Domain/69/parent-portal-hand-delivery.pdf>

Notary Form (Spanish):

https://www.wcpss.net/cms/lib/NC01911451/Centricity/Domain/69/parent-portal-notary_Spanish.pdf

Hand Delivery Form (Spanish):

https://www.wcpss.net/cms/lib/NC01911451/Centricity/Domain/69/parent-portal-hand-delivery_Spanish.pdf

Parents, if you already have a PowerSchool account for another child and only need to add your Ligon student, you will still need to follow the procedure above in order to obtain an Access Code and Password for your Ligon student. You will then be able to use the Access Code and Password to add your Ligon student to your current PowerSchool account.

If you had a PowerSchool account for your Ligon student in elementary school, that account will rollover with your child to middle school and no further action is needed on your part.

For questions, please contact our Data Manager, Betsy Pittman, at bpittman2@wcpss.net.