

## PARENT COMMAND CENTER

The Jefferson Davis Parish School District is proud to present to the public our new Parent Command Center. The PCC is an online web site that allows parents and guardians of students in our public system to view their child's attendance, grades, progress reports, teacher's lesson plans and transcripts (high school only). This web site can be viewed by using the browsers Internet Explorer, Mozilla Firefox or Netscape.

In preparation for parental access, first read over the attached Student Information Form to verify all information. Please mark out any incorrect information (names, addresses or phone numbers) and clearly write the correct or incomplete information in the space to the right.

To create a login, information for the mother, father or guardian will be used to create an account. You need to write in a five (5) character Parent Security Number (numbers, letters or a combination of both) and tell us which account you wish to set up (Mother, Father, or Guardian). Each parent may create his/her own login by using a different PSN code for each account as long as both have custody or it has been agreed upon by guardian.

If you have more than one child enrolled at the same school or another school in this parish, you need to put the same PSN code for the same account (mother, father, or guardian).

A parent/guardian must supply a signature at the top of the Student Information Form to agree to set up access to the PC Center. Check off one of the boxes and enter your PSN next to your choice (which account do you want to setup).

After the names are verified and/or corrected in our system and the code entered, further instructions will be given on how to register for an account in the system and access the information. There is no fee for this service.

### REMEMBER:

1. Check over the Student Information Form and make corrections, if necessary.
2. On the label at top, check off the accounts and enter a 5-digit (letters or numbers) code.
3. Sign the form at top. Keep other copy for your records.
4. Return the signed form to school.
5. Further instructions will be sent to access the Parent Command Center once the code is entered into our computers.