WUSD Parent Portal

Willows Unified School District (WUSD) uses Aeries by Eagle Software for student information management. Eagle Software has developed a parent portal tool for parents/guardians to view the records of their child via the internet. WUSD will provide parents/guardians of currently enrolled students the privilege of free access to WUSD Parent Portal. Only parents or guardians of students enrolled in the district will be allowed access to WUSD Parent Portal. WUSD reserves the right to deny or cease access to WUSD Parent Portal due to the abuse of the system, court orders, or any other legal proceedings that limit the availability of private educational data.

PURPOSE
WUSD Parent Portal has been opened to enhance communication between the district and parents/guardians. Users of WUSD Parent Portal will have access to the following information about their children:

Information Currently Available
- Attendance
- Classes
- Contacts
- Testing
- Grades
- Transcripts

WUSD reserves the right to add or remove any of the above functions from WUSD Parent Portal at any time.

REGISTERING YOUR PARENT PORTAL ACCOUNT
Access the parent portal by pointing your browser to:
http://portal.willowsunified.org/pams
Click on the link to Create New Account.
Follow the onscreen instructions to complete your registration.

TECHNICAL ISSUES WITH WUSD PARENT PORTAL
Please contact your local school site office for all support issues related to the WUSD Parent Portal.

SYSTEM REQUIREMENTS
- ✓ Windows Operating System: Windows XP or higher
- ✓ Apple Operating System: OS X or higher
- ✓ Internet Browser: Internet Explorer 6 or higher, or compatible
- ✓ Broadband; cable modem, DSL, etc.
- ✓ The parent portal is best viewed with your monitor resolution set at a minimum of 800x600.

DATA INTERPRETATION INSTRUCTIONS
The data you will see in WUSD Parent Portal is real-time from the Aeries Student Information System. Each area of data is updated at different times throughout the course of the school day. Please review the information below to become familiar with WUSD Parent Portal data expectations.

AT THE START OF THE SCHOOL YEAR...
The beginning of a new school year is a very busy time for teachers, secretaries and administrators. Staff will need time to update student information and complete scheduling and grading setup.

ATTENDANCE DATA
- ✓ Willows High School – Absences and status are recorded period by period during regular school hours.
- ✓ Murdock Elementary and Willows Intermediate School – Absences and status are recorded as a single entry for the entire school day.

GRADES
During the period in which teachers are entering report card information, grades will be unavailable.

DATA CONCERNS
Concerns about the data you find on WUSD Parent Portal should be directed to the principal at your child's school, or your child's teacher.

First Name:_____ Last Name:_____ Middle Initial:_____

E-mail Address: _____
(This should be a private personal email address to which you alone have access.)

List all students who attend WUSD:

Student Name:_____   Student Number:_____

Student Name:_____   Student Number:_____

Student Name:_____   Student Number:_____

Student Name:_____   Student Number:_____

Relationship to student (Check one.):
| Mother |
| Father |
| Legal Guardian |
| Student |

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Signature_____   Date_____