

## **PowerSchool Access Level Descriptions**

**Teacher Access:** *PowerTeacher* Access to students this teacher teaches

**Library:** Access to view demographic and student schedules; generate class lists for all students at your school. Add/View/Modify Log Entries except Admin Notes. Access to custom Library Admin Functions

**Lockers:** View/Modify locker assignments and combinations for students in your School

**Educational Assistant:** Modify Attendance and View/Modify School/Teacher/Parent Contact Log Entries. View student demographics pages

**Counselors:** View demographic, student schedule, and grading information for students at your school and ability to create Log Entries of all types, Modify student schedules

**Business Manager/Accountant:** View demographics/student schedules

**Registrar:** Access to all School Functions except Attendance Codes, Modify all demographics, schedules, attendance, for all students at your school, **Enroll and Transfer Out students**, Permanently Store Grades, Custom Progress Reporting, Progress/IPP admin access, modify scheduling information (courses, sections, dependent sections), access to custom School/Library Admin functions, access to all students in the Inactive Students School, high school s have access to the Graduated Students School.

**Special Needs:** View most student information pages

**Department Head:** View student demographic, attendance and academic information; modify schedules, Add/View/Modify Log Entries

**Office Staff:** Office Staff responsible for entering attendance and running the Absentee report Update attendance, and view most pages, Add/View/Modify Log Entries, Library Functions

**Office Admin Staff:** Ability to modify Attendance and most demographic information, view most pages and Add/View/Modify any Log Entries, Custom School/ Library Admin Functions

**Principal:** View all pages, Add/View/Modify Log Entries, Access to Custom Library Functions

**Principal/Scheduler:** for Principals use where there is no staff member designated as Scheduler- Ability to make changes to teacher information and master schedule, some demographic information, Add/View/Modify Log Entries, Custom School/Library Admin Functions, DDE access

**AP/Scheduler:** Access to view all demographic information, update most other student information (attendance, academic history, modify schedule) view enrollment functions. Add/View/Modify any Log Entries, PowerScheduling access

**Resource Officer:** View most student information pages, quick lookup, log entries, demographics

**Social Worker:** For District Social Workers, Behavioural Consultants and Psychologists from Inclusive Learning. Access to view demographic, parent, attendance and all log entries.

**Pinpoint:** Access to Pinpoint only. No access to PowerSchool or PowerTeacher

**Executive Services:** For Central Services staff in Executive Services

**ELL Consultants:** Full access to LSP Module and Reports

**Inclusive Learning:** Full access to LSP Module and Reports. View only; Attendance, Demographics, Log Entries and Parent information