



## Accessing St. Joe's Family Portal

**Family Portal** from **FACTS** is a private and secure parents' portal that will allow parents to view academic information specific to their children, while protecting their children's information from others. You may view your child's report card, attendance, homework, class and school announcements, as well as other useful school information. You can also communicate with teachers and other school staff online whenever necessary. All you need is an Internet-capable computer.

Here's how to access our easy-to-use **Family Portal**:

- On the our St. Joe's School Website at the bottom of the page click on the link [Family Portal](#)

(603) 893-6811 info@sjrcs.com Contact Us

**ST. JOSEPH**  
REGIONAL CATHOLIC SCHOOL SALEM, NH

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### Family Portal Login

User Name:

Password (case-sensitive):

[Forgot User Name/Password?](#)

Parent Student Staff

Login

[Create New Family Portal Account](#)

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- Click **Create New Family Portal Account** if you already have an account login as a parent.



## Family Portal Login

Email:

[Create Account](#) [Back to Login](#)

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- Type your email address and click **Create Account** (*Note: this must be the email address you provided the school with when you registered you child/ren*). An email will be sent which includes a link to create your ParentsWeb login. The link is active for 6 hours.
- Select the **Click to Create your Family Portal login** link.
- A web browser displays your **Name** and FACTS Family Portal **Person ID**.
- Type a **User Name**, **Password**, and **Confirm** the password.

Change/Create Password				
Name	Person ID	User Name	Password	Confirm
Callie Johnston	11519	<input type="text" value="cjohnston"/>	<input type="password" value="*****"/>	<input type="password" value="*****"/>
				<a href="#">Save User Name and/or Password</a>

- Click **Save User Name and/or Password**.  
A message displays at the top of the browser, "**User Name/Password successfully updated.**"

<b>User Name/Password successfully updated.</b>				
Change/Create Password				
Name	Person ID	User Name	Password	Confirm
Callie Johnston	11519	<input type="text" value="cjohnston"/>	<input type="password" value="*****"/>	<input type="password"/>
				<a href="#">Save User Name and/or Password</a>

- You may now log in to Family Portal using your new User Name and Password.
- Family Portal allows you to access:
  - Student attendance
  - Reports cards and student grades as they are recorded by teachers
  - Class announcements and homework assignments
  - School announcements, events and calendar
  - Parent/Student Handbook, Registration and other forms and resource documents