Family Access in Skyward

From the Tomahawk School District website, https://www.tomahawk.k12.wi.us/ hover over **Families**, then under "Communication," click on **Family Access - Skyward.**

Click on **Login to Family Access - Skyward Student Portal.**

You will need a login and password to access this program.

To obtain your login, call your school office.

After your login has been accepted, Skyward will bring you to the Home screen.

You may be asked to validate your email address.

If you have only one student in the district, his/her name will appear in the top left of your screen. If you have two or more students, "All Students" will appear.

Click the dropdown arrow to select the student whose information you want to view.

The following tabs will be on the left side of the screen.

Returning Student Registration
This is where you will complete the necessary forms for registration at the beginning of each school year.

Calendar
The Calendar tab *may* show events or due dates for certain assignments, depending on the class.

Gradebook
Click on the **Gradebook** tab on the left to view your student's grades. When the screen opens, you will see each of your student's Classes, Periods they meet, and Teachers. Next to the **Class Description,** it displays columns that represent each **Grading Term** of the school year.

If you click on the **Grade** next to a **Class,** you can see all the assignments that make up the grade for the selected term. Missing assignments will also be displayed. Semester grades are cumulative of all three terms' assignments.

Attendance
The attendance tab will show any attendance marks for your student for the school year.

Student Info
The Student Info tab displays the student's demographic information. You are able to edit address, phone number, emergency contacts, or health information as needed, if you are assigned as the First Family. Click on "Request Changes for Your Student" in the upper right corner. Contact your school office for questions.

Food Service
You can view student (and family) lunch account balance, keypad number and items purchased on a specific date. You may also set up an account to pay online for food service.

Schedule
For Middle and High School students, the Schedule tab shows your student's classes, teachers, room numbers, and periods when they meet.

Discipline
The Discipline tab shows any Offenses and Disciplinary Actions for your student.

Fee Management
Here you can view fee totals, make a payment, view payments, and add fees (registration, parking, co-curricular, etc.) to the student account.

Activities
Lists what activities (co-curricular, sports) the student is involved in for the current year.

Student Services
This tab is not currently active. Contact the Pupil Services office if you have questions about special education services your student receives.

Academic History
The Academic History tab displays the student's grades, past and present.

Report Directory
This tab is not currently active.

Skylert
This allows you to update your contact information to receive district alerts via email, phone call, and/or text message.

Health Info
This screen displays health information for your student. You can update health info under the Student Info tab.

Login History
Displays Skyward Family Access login history.