Parent Portal Instructions

For further instructions on using Parent Portal or any announcements regarding the parent Portal, please visit our website [http://www.torrington.org](http://www.torrington.org), hover over For Parents and move down to Parent Portal User Guide/Login Instructions.

How to create a Parent/Guardian Account

A parent/guardian account allows you to view the information for one or more students with a single login. You can also manage your personal account preferences.


2. Click on the Create Account tab

3. Then click on the blue Create Account button.
4. Fill in the information on the next screen for the parent/guardian and up to 7 students using the **Web ID** and **Web Password** provided by your child’s school.

   Access ID _____________________________

   Access Password _______________________

5. When all the information is complete, click on the blue **Enter** button.

6. You are now back to the Sign In screen and can log in using the **Username** and **Password** that you created on the previous screen.

Please call your grade secretary if you need assistance setting up the Parent Portal.

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