

Home Access Center

*Suffolk Public Schools
Grade Book*

What is Home Access Center?

Home Access Center (HAC) is an online application which allows parents and guardians to view student academic information and communicate with teachers. The resource provides 24/7 access in real-time.

Access to HAC

- Parent accounts are generated at registration by the building. This process may take up to 72 hours.
- Parent credentials should be shared with the parent at registration.
- Student accounts are automatically created by the division.
- Student credentials are the same as a student's computer credentials.
- The login screen is accessible from the Suffolk Public Schools or any school website.



Login

New Home Access Center 3.1

Please enter your account information for Home Access Center.

Select a District: SPSESP_Live

User Name: [input field]

Password: [input field]

[Forgot My Username or Password](#)

[Click Here to Register for HAC](#)

Login

© 1990-2014 SunGard Public Sector Inc. All Rights Reserved. This program is PROPRIETARY and CONFIDENTIAL information of SunGard Public Sector Inc., and may not be disclosed or used except as expressly authorized in a license agreement controlling such use and disclosure. Unauthorized use of this program will result in legal proceedings, civil damages and possible criminal prosecution.

Home

A Week and Calendar View shows assignments and grades for specific time periods on the Home Tab.



Attendance

Color-coded icons show attendance indicators on the Attendance Tab.

The screenshot shows a navigation bar with icons for Home, Attendance (highlighted with a purple box), Classes, Grades, and Registration. Below the navigation bar is a "Month View" section for "September 2014". The calendar grid shows days of the week (Sun to Sat) and dates (7 to 28). A color legend is located at the bottom left of the calendar view, listing various attendance indicators with corresponding color-coded boxes.

September 2014							>>
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
		2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					

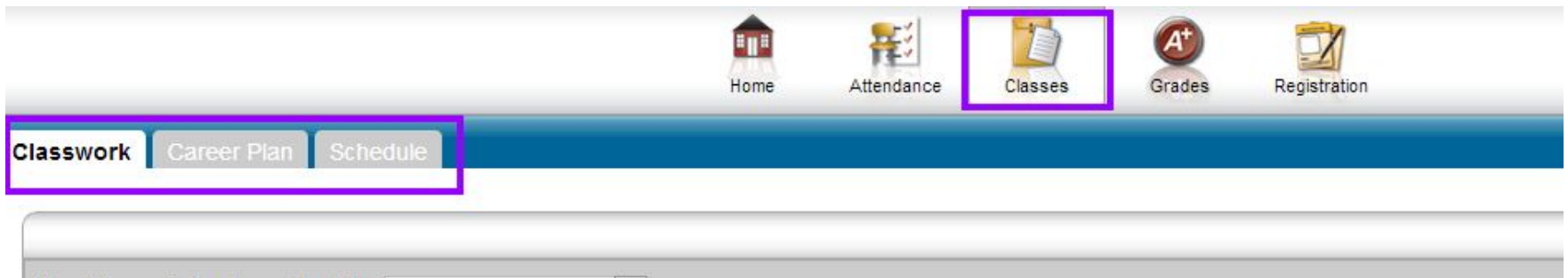
Color Legend

Present	Unexcused Tardy
Administrative Excused	Court
Excused Absence	Excused Field Trip
Excused Tardy	Family Emergency
Family Tragedy	Illness Doctor
Illness Parent Note	Religious Holiday
Work Hour	Absence
Administrative Unexcused	ISS
Missing 1st 10 only	Out of School Suspension
Unexcused Absence	Bus Arrived Late

Classes

The Classes Tab provides access to:

- **Classwork** - Shows any work associated with a specific marking period.
- **Career Plan** - Shows the student's intended Graduation Plan and planned courses needed to meet the Graduation Plan during the student's high school career. The Career Plan is visible for students in grades 8 through 12.
- **Schedule** - Shows the student's current schedule and possible future schedule based on course selection in the Career Plan.



Grades

The Grades Tab provides access to:

- **IPR** - Any generated Interim Progress Report for the current school year.
- **Report Card** - Any generated report card for the current school year. Includes a printable version of the report card.
- **Transcript** - An unofficial copy of the student's transcript is available for students in grades 9 through 12.
- **Test Scores** - Scores for End of Course (EOC) assessments are displayed. These are only high school courses where performance determines acquisition of a verified credit.



Registration

The Registration Tab shows the student's demographic information. Parents can edit phone numbers and email addresses.

The screenshot shows a web interface with a navigation bar at the top containing icons for Home, Attendance, Classes, Grades, and Registration. The Registration icon is highlighted with a purple box. Below the navigation bar is a blue header with the word "Demographic" in white text, also highlighted with a purple box. The main content area is divided into several sections:

- Demographic:** A table with three columns containing student information: Student Name, Birth Date, House/Team, Counselor; Building, Gender, Calendar, Homeroom; and Grade, Language, Homeroom Teacher.
- Emergency:** Fields for Doctor, Phone Ext, Hospital, Insurance, Group, ID, and Subscriber.
- Personal:** Fields for Social Security Number, Ethnicity, Meal Status, and Classification.
- Contacts:** A section with an "Edit" button, containing sub-sections for Student (Mailing and Home Address), Guardian, and Other Contacts (Emergency Contact).

At the bottom of the page, there is a footer with the Home Access Center logo and the text "© 1990 - 2014 SunGard Public Sector Inc. All Rights Reserved."