


# HOW TO ACCESS STUDENT ATTENDANCE VIA SKYWARD PARENT ACCESS

1. Click/type in this link to access Launchpad: <https://launchpad.classlink.com/ocps>.
2. Click "Parent Login" at the top of the page.

Department of Children and Families Abuse Hotline: 1-800-962-2873

Parent Login



Sign in to LaunchPad

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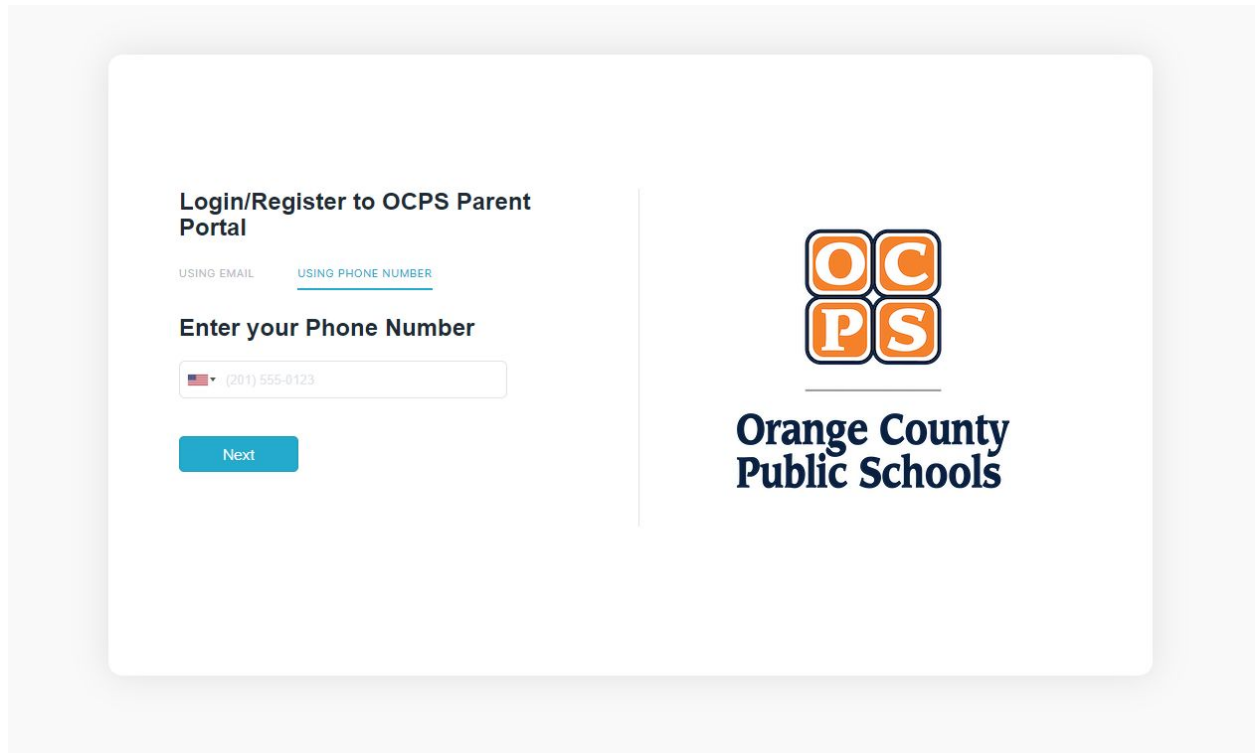
Sign In

Autologin

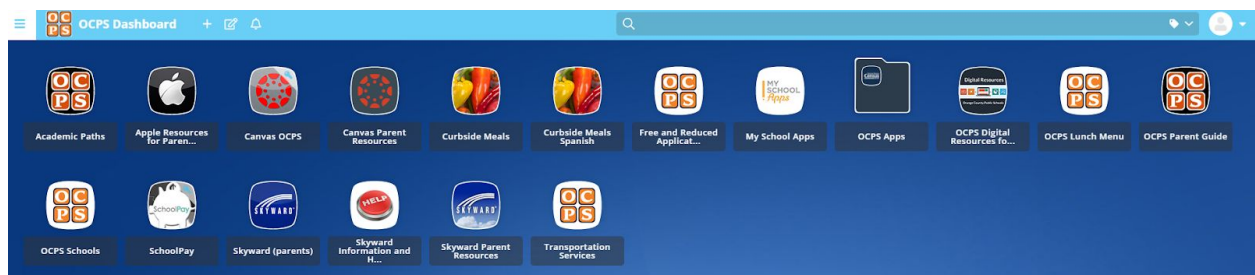
Sign in with Google

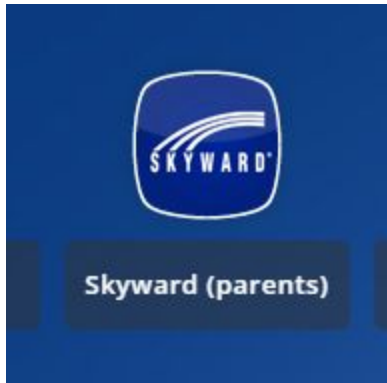
Sign in with QuickCard

3. Log into your Skyward Parent Portal using your phone number or email address. Or register for parent access if you have not already done so.
  - a. If you need help registering please click on the following link for directions.
    - i. [https://www.ocps.net/UserFiles/Servers/Server\\_54619/File/Students%20and%20Parents/Skyward/Skyward%20Family%20Access%20thru%20LanchnchPad%20073119.pdf](https://www.ocps.net/UserFiles/Servers/Server_54619/File/Students%20and%20Parents/Skyward/Skyward%20Family%20Access%20thru%20LanchnchPad%20073119.pdf)

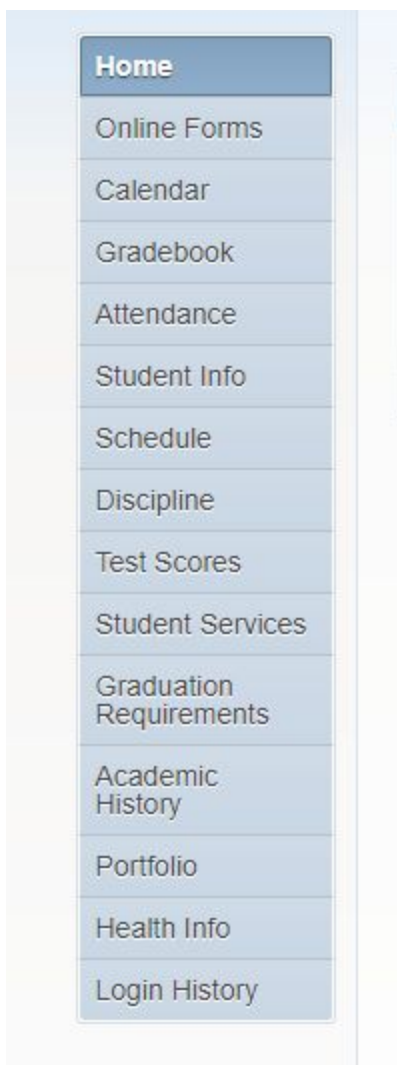


4. Once you are logged in, please look for the icon on your dashboard that says "Skyward (parents)" and click on the icon.





5. Once you are in your Skyward Parent Access portal, please refer to the left hand toolbar and click on "Attendance".



6. You will find your student's attendance in the example format below. Please refer to yesterday's date and the period and class that your student was "Absent Unexcused" in.  
Example -

Date	Attendance	Period	Class
Fri Sep 25, 2020	Absent Unexcused	2	<a href="#">Cambridge Pre-AICE Mathematics 3 IGCSE Level</a>
Wed Sep 2, 2020	Absent Unexcused	2	<a href="#">Cambridge Pre-AICE Mathematics 3 IGCSE Level</a>
Mon Aug 31, 2020	Absent Unexcused	1	<a href="#">Firefighting 1/Level 2</a>
Fri Aug 28, 2020	Absent Unexcused	6	<a href="#">Advanced Placement Human Geography</a>
Thu Aug 20, 2020	Absent Unexcused	2 & 4	<a href="#">View Classes</a>
Wed Aug 19, 2020	Absent Unexcused	2	<a href="#">Cambridge Pre-AICE Mathematics 3 IGCSE Level</a>