



FACTS School Management Software gives you, the busy parent, an opportunity to get more involved in your child's academic progress and future success – all via the Internet!

FACTS Family Portal is a private and secure website that has been set up for our school to allow you to see complete information specific to your child. You can view your child's grades, attendance, homework and conduct, as well as other useful school information. You can also communicate with teachers and school staff online whenever necessary. All you need is an Internet-capable computer.

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

- Open an Internet browser and type in the address of our school website at www.gcagators.org.
- Click on Family Portal icon at the top of the page (the graduation cap).
- First-time users:
 1. Click the **Create New Family Portal Account** if you have not logged in to FACTS/RenWeb before. **If you have, skip to Step 5.**
 2. Enter your email address that you provided to the school.
 3. Click the **Create Account** button. You will receive an email containing your password within a few minutes (to the email address you entered, which must be the same email address that you provided to the school).
 4. Click the link in the email from FACTS/RenWeb and create your username and password.
- Returning users:
 1. Click the FACTS Family icon at the top of the GCA home page (the graduation cap).
 2. Enter your username and password.
 3. Make sure the **Parent** button is selected before you click Log In.
 4. Click Log In
- To access grades, click "Classrooms." This will bring up all classes in which your child is enrolled at the school.
- Click on "Homework Summary" or "Grade book Summary" at the top of the column for each child.
- You can access other school information regarding your child on this site, as well as email the teachers directly!

Please contact us if you have any problems or questions.