

Hello Families!

It was so nice seeing so many new faces last night. We are very excited for this new school year and are so happy to have each of you here at of Ross Corners!

As Mrs. Chase mentioned last night, at RCCA we use a program called FACTS management as a way for you to be more involved in your child's academic progress and future success – all via the internet. FACTS Family Portal is a private and secure family portal that allows you to view academic information specific to your children, while protecting their information from others.

With FACTS Family Portal, you will be able to:

- Access Student attendance and grades
- View Progress reports, report cards, and transcripts
- View Lesson plans and homework
- Communicate with your child's teacher/s
- View the Lunch calendar and add money to your child's lunch account (Note: There is a 2.85% processing fees charged by FACTS for payments made by credit card or debit card. To avoid this fee, you may also add credit by sending cash or a check to the school office. Your balance can be viewed in your family portal along with an itemized list of the items purchased at the lunch counter.

It is a great idea for each parent to set up their own Parent account to access these resources.

Below you will find the steps to create a new FACTS Family Portal Account.

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**FACTS Family Portal Login Instructions**

- Please go to the website <https://www.factsmgmt.com/>
  - Click on “**Family Log In**” at the top, then “**FACTS Family Portal**”
  - Click “**Create New Family Portal Account**” if this is your first time accessing FACTS.
  - Enter the email address that we have on file for your student.
  - Enter our District Code- **RC-NY**
  - You will receive an email from SIS Customer Support containing a link that will allow you to create your username and password. For security purposes the link will remain active for six hours.
  - Please click on the link. A Change/Create Password screen will open. You may use the default username provided, or create a new username. Then type in your desired password into the Password field and Confirm Field
  - Click on the Save Username and/or Password button
  - Close the window.
  - Log into FACTS Family Portal as instructed above
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I have also attached our 2022-2023 Lunch Menu.

We are so glad you are here at Ross Corners Christian Academy!

If you have any questions, Please reach out to me at [barbie.smith@rccarams.org](mailto:barbie.smith@rccarams.org) or call 607-748-3301. I am here to help!

Barbie Smith, Secretary