

## Accessing FACTS Family Portal

FACTS, Covenant's School Management Software, gives you an opportunity to get more involved in your child's academic progress and future success – all via the internet.

FACTS Family Portal (formerly ParentsWeb) is a private and secure parents' portal that allows you to view academic information specific to your children, while protecting their information from others. Within this portal, you can view your child's grades, attendance, conduct, schedules, medical history, as well as order lunch for your child and make payments to your family's account.

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

- From any web browser, go to <https://factsmgt.com/>
- On top right menu click Parent Login
- If you have already created a Parent Account, then enter your login information.

*NOTE: Covenant's District Code is nca-tx*

- To create a NEW parent account, click on the Create New Family Portal Account link
  - a. Enter Covenant's District Code: nca-tx
  - b. Enter the email address you have on file with the school
  - c. Click Create Account button
  - d. An email will then be sent to you with a link for you to create a Family Portal login and password. NOTE: the link is only valid for 6 hours for security reasons. If you do not see the email then please check your spam or junk mail folders
  - e. Navigate back to the Family Portal Login screen and login with your newly created username and password



### Family Portal Login

District Code:

User Name:

Password (case-sensitive):

[Forgot User Name/Password?](#)

[Create New Family Portal Account](#)

FACTS has created a five-minute Family Portal Overview video to introduce you to the system. Please watch it at your convenience by clicking [here](#). The password to access the video is Portal.