

STUDENT & PARENTS PORTAL

We're excited to bring you an opportunity to get more involved in your child's academic progress and future success – all via the internet. We're launching our Student and Parents Portal – a private and secure online platform that will allow you to see academic information specific to your children and other useful school information.

All you need is an internet-capable device to view your child's information such as:

- Attendance
- Discipline
- Timetable
- Classwork & Homework
- Progress Reports & Grades
- School Events Calendar
- School Announcements
- Student Resources
- School Photo Gallery
- Surveys Participation & School Contact

Please follow the instructions below for accessing in and having your Family Portal up and running.

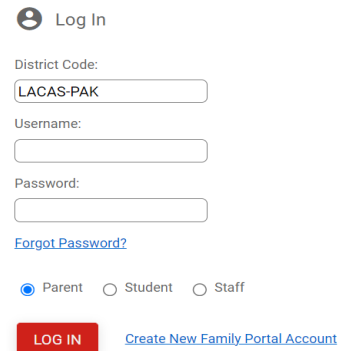
- ❖ Visit the School Website: <https://lacas.edu.pk/login>
 - ❖ Click on the link **Parent/Student Portal Account Information**
 - ❖ Provide your child's Roll Number, Grade Level and Branch to retrieve the Login ID and Password. (This information may be found on the Fee Bill)
 - ❖ You may access the School Portal either by:
 1. Staying on the School's Website, selecting the Branch and providing the login credentials
- OR
2. Downloading and login to our School Mobile App on your Apple or Android device by clicking on respective link provided on the School Website.

We look forward to your involvement. Together, we can improve our children's academic development and the communication between our school and your home.

FREQUENTLY ASKED QUESTIONS

❖ How do I use the retrieved Student and Parent Login information?

Please note our system provides a separate access to the Parents and the Student, you will be asked to select Parent or Student on the login screen and provide respective credentials. The Student's login only displays the specific child's Academic info. & LMS while the Parent's login allows you to choose between your children (in case of sibling studying in LACAS) and view their academic information.

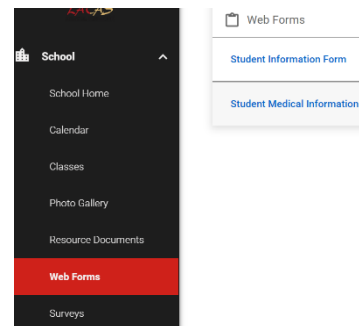


❖ The system asks for a District Code, what should I type?

The District Code is a global identifier for the School, you should always type **LACAS-PAK** in the provided area

❖ I have logged in, what is the 1st thing I should be doing?

We have added a Student Information Form and a Parent Information Form under the category **Web Forms** in the respective logins where you can see the contact information and request for an update if required, pls visit this area to ensure it reflects correct information.

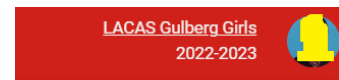


❖ What information needs to be put in Student/Parent Information Forms?

The forms may be used to update the School about the Address, Contact Numbers and most importantly the Email address of the Parents and the Students. Once you provide this information in the form and click **save**, the School will receive this information to update our records.

❖ I can't remember my ID or Password, how can I access the portals?

It is important to note the ID/PWD may be retrieved from the School Website initially, you may choose to update Username/Pwd by clicking on the Picture that appears on the top-right. If you loose acces to your account you may click on the **Forgot Password** option on the login screen to receive an account recovery email on the your provided Email-ID in the Student / Parent Information Form.



Username / Password - Privacy

❖ What Information is available on the School Portal?

You should be regularly visiting the School Portal and browse through different areas to view School Announcements, School Calender, Student's Attendance & Discipline, Class Timetables, Classwork/Homework, Report Cards, Event Galleries and other important school information.

❖ I need Support, how should I contact the School?

You should contact the School by submitting **Contact School** form on the portal for the School office to get in touch with you accordingly. You may also seek Technology Support on the details mentioned on the School Website: <https://lacas.edu.pk/login>