Dear Simi Valley Schools Families:

In order to access your child’s schedule, you will need to first complete the Data Confirmation in the Aeries Parent Portal for each child enrolled in our schools. Please follow these instructions step-by-step. At the end, you will have completed all of the required information we need, and you will have access to your child’s schedule for school.

Aeries will be switching its viewing format in the coming weeks. Right now, both the old and new formats are available to view in the system. We are showing these instructions in the new format.

One note: It is very hard to work through the Data Confirmation on a smart phone screen. Some of the “buttons” do not show up. Please try to do this process on a bigger screen, such as a laptop or desktop computer, or even your student’s Chromebook. If you have no options for a larger screen, please contact your student’s school. All of our campuses have Chromebooks or computers that can be used by our families to access Aeries. Given the current Covid-19 conditions, please call the school first and make the arrangements.

If you have any additional problems or concerns, please contact the Information Technology (IT) Department’s Help Desk at helpdesk@simivalleyusd.org or (805) 306-4500, Ext. 4811. Thank you.

Aeries Parent Portal

LOG IN TO AERIES PARENT PORTAL

On the District website, www.simivalleyusd.org, and all of the school websites, there are links to the Aeries Parent Portal. Please use that link to access the log-in page for Aeries.

If you have more than one student in our schools, the dashboard will show each student you have access to. Please click on the student of your choice. If you are updating each students’ account, you will need to return to the log in and click on the next student of your choice. EACH STUDENT’S AERIES ACCOUNT WILL NEED TO BE SEPARATELY UPDATED.
ACCESSING YOUR STUDENT’S DATA CONFIRMATION:

To start the Data Confirmation Process, click on “Click Here” in the Data Confirmation Alert Box. The Data Confirmation Alert is shown below in both the old and new formats.

OLD FORMAT:

![Old Format Image]

NEW FORMAT:

![New Format Image]

To switch to the new Aeries Parent Portal format, click on the “Try It” link:
STEP 1 – FAMILY INFORMATION:

Please answer the following questions and then click the “Confirm and Continue” button:
STEP 2 – CONTACTS:

To add a Contact please click on the “Add” button. To change a Contact, please click on the pencil to the left of the Contact. (If you are trying to remove a Contact completely from your student’s information, please call your student’s school directly. For elementary schools, ask for the Office Manager and for middle and high schools, ask for the Registrar. Only they can remove a Contact from your student’s Aeries account.) After making the needed changes, please click the “Confirm and Continue” button to move onto the next screen.

CHANGING YOUR EMAIL ADDRESS:

To change your email address, click on the down arrow to the right of your email address and then click on the “Edit” button. Follow the steps to change your email address.
STEP 3 – MEDICAL HISTORY:

Please select the medical conditions that apply to your child and then click the “Save” button. If your student no longer has a medical condition, please click the “No Longer Applies” button. Please click the “Confirm and Continue” button to move onto the next screen.
STEP 4 – DOCUMENTS:

By clicking the box under the “Parent Rights and Responsibilities Document,” you are acknowledging that you have read and understand the information contained in this document. You must click the box in order to continue to Step 5.

Please note that each of the high schools and the four title schools (Arroyo, Berylwood, Park View and Santa Susana elementary schools) have an additional document that you must acknowledge in order to continue. Please download the additional documents listed in this “Document” section as needed.
STEP 5 – AUTHORIZATIONS:

Please answer the questions listed below and then click the “Confirm and Continue” button. Please note that the parents of middle and high school students will have more Authorizations to accept/deny than the parents of elementary students will have to accept/deny.

<table>
<thead>
<tr>
<th>Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Acknowledgement of Student Acceptable Use Policy</td>
<td>Yes No</td>
</tr>
<tr>
<td>Acknowledgement of Portable Device Guidelines</td>
<td>Yes No</td>
</tr>
<tr>
<td>Authorization for Emergency Medical Treatment</td>
<td>Yes No</td>
</tr>
<tr>
<td>Parent Internet and Media Release for District Purposes</td>
<td>Yes No</td>
</tr>
<tr>
<td>Parent Internet and Media Release for Outside Media Purposes</td>
<td>Yes No</td>
</tr>
<tr>
<td>Consent for Directory Information to be Released to PTA/PTSA</td>
<td>Yes No</td>
</tr>
<tr>
<td>Consent for Directory Information to be Released to Health Department</td>
<td>Yes No</td>
</tr>
<tr>
<td>Consent for Directory Information to be Released to Elected Officials</td>
<td>Yes No</td>
</tr>
<tr>
<td>Consent for Directory Information to be Released to United States Armed Forces</td>
<td>Yes No</td>
</tr>
<tr>
<td>Consent for Directory Information to be Released to College or Other Educational Institutions</td>
<td>Yes No</td>
</tr>
<tr>
<td>Annual Pesticide Notification Request</td>
<td>Yes No</td>
</tr>
<tr>
<td>Consent to Participate in an Education Project Involving the Harmful or Destructive Use of Animals</td>
<td>Yes No</td>
</tr>
<tr>
<td>Consent for Physical Exam</td>
<td>Yes No</td>
</tr>
<tr>
<td>Consent for HIV/AIDS Prevention Education</td>
<td>Yes No</td>
</tr>
</tbody>
</table>

* Consent to check out library materials | Yes No |

* Response Required
STEP 6 – FINAL DATA CONFIRMATION:

Please click the “Finish and Submit” button:

Once you have reached this screen, you have completed the Data Confirmation Process:
ACCESSING YOUR STUDENT’S SCHEDULE:

When you go back to your student’s main page/dashboard, you will see a menu on the left side of the screen called the Navigation Tree. It will look like this. Please click on “Classes.”

This screen will pop up. Click on “Classes” again.
Your student’s schedule will pop up. A student in middle or high school will look similar to this:

![Aeries Student Schedule Example](image)

Please note that the sample schedule above shows a regular, in-person schedule. While we are in Virtual Learning, students will have two main courses and up to three electives, so it will be shorter than the sample shown. The “course” list shows your student’s classes. The “Pd” is the class period and the student’s cohort. Students are either in “A” or “B” cohorts. In middle and high school, the cohorts rotate through a two-week schedule, so it’s not a given that a student will be AM or PM students. Please refer to your school’s specific period schedule to find out what times the classes will be held on which days. For each class listed, the teacher’s name, room number and email are provided. Until we return to campus in-person, the room number is irrelevant.

An elementary student will look like this:

![Aeries Student Schedule Example](image)

For elementary students, the “Course” shows the grade. In the sample above, the student is in a 1st/2nd grade split class. (“Core” refers to the grade level.) “Pd” shows whether the student is in the AM or PM session. The number “0” refers to the AM sessions. The number “1” refers to the PM sessions. The exact times for each session are determined by your student’s specific school. The school will provide those times for you. The teacher’s name, room number and email address are also shown. Until we return to campus in-person, the room number is irrelevant.

You can print the schedule using either the “Print” or “Quick Print” buttons above the listing.