



**Kirby Hall School**

*A place to belong. An education beyond.*

## **Creating a FACTS Family Portal Account**

Through **FACTS** (formally known as **Renweb**), you will be able to check your child's grades and lesson plans. This will help you to know how they are doing in their classes, if they are missing work, or have something due soon. Follow the instructions below on how to create your FACTS Family Portal Account.

- Go to [kirbyhallschool.org](http://kirbyhallschool.org) and click on the '**FACTS Family Portal**' at the top right of the page
- Click on 'Create New Account' at the bottom
- Enter the District Code as **KHS-TX** and your email address
- Click on 'Create Account'
- Instructions will then be sent to your email address

***\*\*Please note that they give you about 6 hours to complete setting up the account. \*\****

For any questions about setting up your account, please contact the **Front Office** at [frontoffice@kirbyhallschool.org](mailto:frontoffice@kirbyhallschool.org)