# **Lightspeed Parent Portal Directions**

## Log into Lightspeed Parent Portal

- 1. Go to https://www.WLS4Kids.org
- 2. Click on "Parents" below large image
- 3. Scroll down to collection of small boxes with tools
- 4. Click on "Lightspeed Internet Filter Parent Portal"
  - a. Direct Link: https://washington-local.portal.relay.school/
  - b. You can also click on the link in the weekly emailed report from LightSpeed
- 5. Fill in your email address and password
  - a. If you need to create an account click o the "Create Account" tab
  - b. If you need to reset your password click on "Forgot your password" link

NOTE: Your email address submitted to PowerSchool / InfoSnap for your student contact information is what connects your email to your student.

### **Review Web Activity**

- Click on "Web Activity" along the left side of the screen
- 2) Use the drop down arrow to select the desired student
- 3) Click on "All", "Allowed" or "Blocked" to filter you list.
- You can also search for a specific web address / url such as "YouTube"
- Click on the drop down at the end of each date (only the last 7 days are available) to view the specific sites and times.



Past 7 days			
All	Allowed	Blocked	
Q youtube		<u>1</u>	
Address		Time	
Today, Dec 10, 2024 0 Total 0 Allowed 0 Blocked		$\sim$	
Yesterday, Dec 09, 2024 25 Total 25 Allowed 0 Blocked	^		
www.youtube.com/watch	- IT plantalist	8:49 AM 🗸	
www.youtube.com/results		8:49 AM 🗸	
www.youtube.com/watch?		8:29 AM 🗸	
www.youtube.com/results?	8:29 AM 🗸		

#### Pause Web Browsing

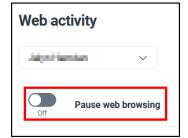
- 1) Just below the student name you will see the toggle for pausing web browsing for the currently displayed student
- Once turned on you will see the available options. Once you select a length of time the student will be blocked from browsing the web until that time is expired

NOTE: This only affects school devices using the student's school account. This does not affect personal devices using home wifi or personal cell phones using a cell signal.

#### **Review Event Log**

- 1) Click on "Event Log" along the left hand edge
- 2) Use the drop down arrow to select the desired student
- Below you will see each date when your student either could be or was in a class where a teacher was using Lightspeed Classroom to

observe the student's device usage live or review the student's internet history as defined by Ohio SB29



-9-	Lightspeed Systems*	
<b>6</b> 7	Web activity	Event log Events displayed are recorded when a student
6	Event log	