

Using the Toms River Parent Portal

How do I login to the portal?

Go to www.trschools.com and click on the Technology Tab. Click on Parent Portal. Your account is the email address that you gave on the registration form (ie: jsmith@comcast.net); your password and instructions will be emailed to you as soon as your account is active. Please enter the password exactly as you see it as it is case sensitive. This password is temporary and you will be required to change it on first login. If you do not receive this email, please check your “junk mail” or “spam” folder before contacting your child’s school.

Where can I view my child’s attendance?

Log in to the parent portal. If you have more than one child, be sure to select him/her from the dropdown menu at the top of the portal home page. Click on the Attendance Tab. Moving your mouse pointer over a highlighted date will show you the reason for the absence. If your child has transferred from one district school to another, you will be able to view attendance from both schools by using the dropdown menu indicating the school name.

Why does the attendance list my child’s absence as unexcused when I have provided a note?

The school district does excuse an absence when the child brings in a parent note. However, the State of NJ, for attendance reporting purposes, considers all absences with the exception of a Religious Holiday and Take Your Child to Work Day as “unexcused.”

Where can I view my child’s progress report or report card?

Log in to the parent portal. If you have more than one child, be sure to select him/her from the dropdown menu at the top of the home page. Click on the Grading Tab. At the elementary level you will see the current report card in .pdf format immediately. You can print a copy of this report by using the printer icon at the top left of the .pdf page.

At the middle and HS level, you will see your child’s schedule, with report card grades and progress report comments. Also, you will see a link that will indicate IR (interim report) or RC (report card). Click on that link and a .pdf version of your child’s report will open. You can print a copy of either report by using the printer icon at the top left of the .pdf page.

You will also be able to view a history of report cards and progress reports.

If you do not have Adobe Reader on your computer you can download it free by going to www.adobe.com.

How can I change my password?

Log in to the parent portal. Click on the Setup tab. You will be required to enter your current password, a new password and confirm the new password.

What if I forget my password?

If you forget your password, when you go to the portal login screen there is a link that says “forgot my password.” When you click on that link, you will be required to enter the email address that you gave on the form. Once that email address is validated, your password will be mailed to you.

What if I notice an error on my contacts page?

We are currently working to provide a view of your contact information. When it is available for you, you will see a “contacts” tab. If you notice an error in the information listed, please contact your child’s school so corrections can be made as quickly as possible.

What if I am having difficulty with my computer or Internet browser?

Unfortunately, we cannot support computer problems or browser problems. However, if you are having difficulty with your login, please call your child’s school first. For further support, contact the Technology help desk at 732-818-8568. We will do our very best to assist you.