

## Parent Portal

**Guardian Angels Catholic Primary School** is excited to invite you to our Parent Portal.

Access is restricted to parents of students at our school and a login is required. An account has been created for you and the details are outlined below.

The Parent Portal will enable easy access to information about happenings in the school, forms that need to be returned, names and contact details for staff, policy information and much more.

There's also a special section to allow you to check the details we have recorded in our enrolment system about your children, and if necessary, advise us of any changes.

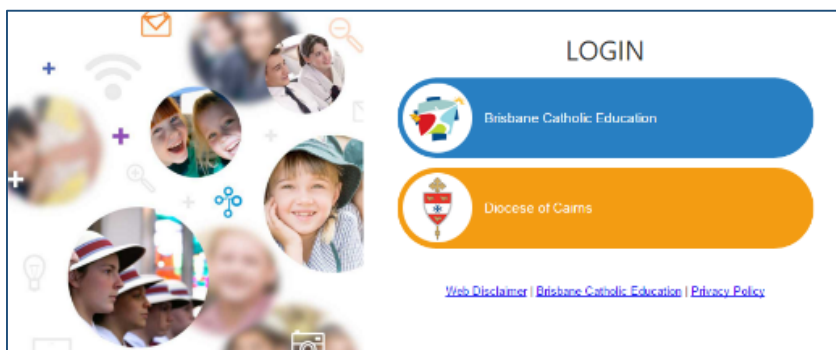
You can also check on information about your child's attendance, teachers, timetable, NAPLAN performance and report cards.

We will be making increasing use of the Parent Portal to provide a range of information to parents in the future.

The initial login requires you to verify your identity and setup a password. This document will run you through the process.

<http://www.gaps.qld.edu.au/Pages/default.aspx>

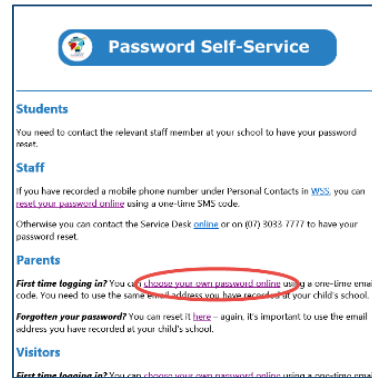
Start the process by clicking on the link above, at the top of the page in your web browser select the Parent Portal link. You will be met with a login screen. (Please note if you select School or Staff Portal you will get an access denied page when you successfully login.)



1. Select **Brisbane Catholic Education** and select **Forgotten Password/First-Time Login**



2. Select the link under the **Parents** heading titled **choose your own password online**



3. Enter the personal email address that you have provided to the school and click **Next**.

The screenshot shows the 'Password Reset & First-Time Logon' form. The 'Please enter your email address or username:' field contains the email address 'steph.smith@lincs.catholic.edu.au'. The 'Next' button is highlighted in green. The page also includes a 'Welcome Message' and a 'Forgot your password?' link.

4. Check your email for a security code and enter the corresponding security code in the screen that follows and click **Next**.

The screenshot shows the 'Verify Your Identity: Email Verification' form. The 'Enter your security code below. A security code was sent to the email address registered with Brisbane Catholic Education.' field contains the security code '123456'. The 'Next' button is highlighted in green. The page also includes a 'Cancel' button and a 'Forgot your password?' link.

5. Ensure that **Password Reset** option is selected and enter your desired password in both boxes before clicking **Next**.

The screenshot shows the 'Login Assistant' form. The 'Password Reset: Choose Your New Password and Link Your Account' option is selected. The 'Enter a new password:' field contains '123456' and the 'Re-enter the password:' field contains '123456'. The 'Next' button is highlighted in green. The page also includes a 'Cancel' button and a 'Forgot your password?' link.

Now that you have set your password you can now login to the Parent Portal by selecting Parent Portal on the schools website. <http://www.gaps.qld.edu.au/Pages/default.aspx>

## BCE Connect

**Guardian Angels Catholic Primary School** is excited to invite you to use the BCE Connect mobile app for our parent community. BCE Connect makes it easy for you to keep up with school events and information.

Access is restricted to parents of students at our school and a logon is required. To be able to logon to the App you must have previously logged into the Parent Portal to activate your account. The login details are the same as per the Parent Portal.

The latest version of BCE Connect allows us to send announcements as a push notice to anyone who has installed the app, selected *Guardian Angels Catholic Primary School Ashmore* and saved as a Favourite, for example a bus running late from an excursion. Make sure you have notifications enabled on your device for the app when you install it.

The push notification feature may be used to send an emergency announcement or to highlight an important message. The notification presents on a mobile device similar to a SMS text message. You do not have to open the app to see the notification.

Other features include newsletters, school forms and the ability to notify of student absences at a touch of a button.

The best experience is if you log into the APP , which is done with the same username and password as the Parent Portal , the App will enable you to stay logged in for up to a year.

Use the feedback tool in the app if you want to send a suggestion or let us know what you'd like in the app.

BCE Connect, is now available to download from:

- [Google play store](#)
- Apple App Store - [iPhone link](#) and [iPad link](#).