Parent Portals

St Augustine's School is excited to invite you to our Parent Portal.

Access is restricted to parents of students at our school and a logon is required. An account has been created for you with the email address you have provided to the school 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.
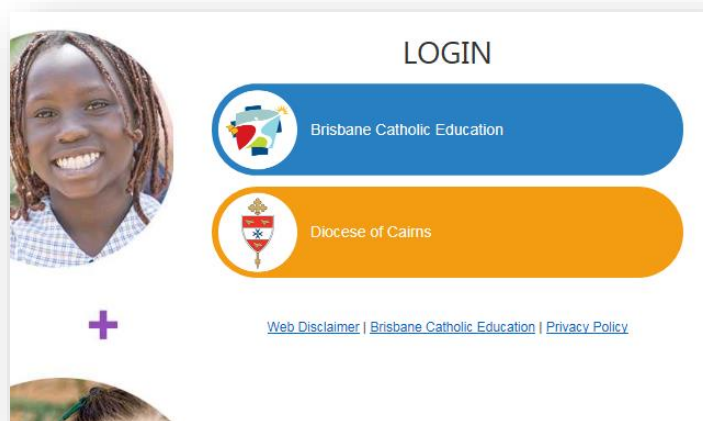
You can also check on information about your child's attendance, teachers, timetable, NAPLAN performance and Academic Report cards.

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.

ADD A LINK TO YOUR PARENT PORTAL HERE

1. Start the process by clicking on the Parent Portal link above or the Parent Portal link on our School Website. You will be met with a login screen.

LOGIN

Brisbane Catholic Education

Diocese of Cairns

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2. Select **Diocese of Cairns** and select **Forgotten Password/First-Time Login button**

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

4. Enter the personal email address that you have provided to the school and click **Next**.
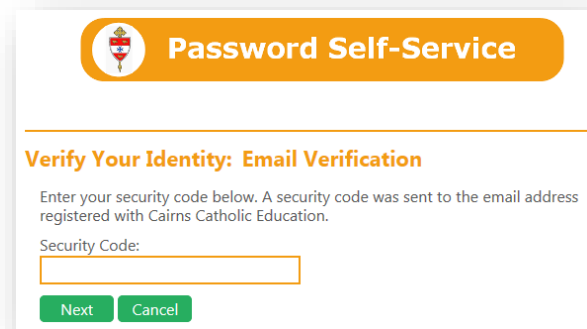
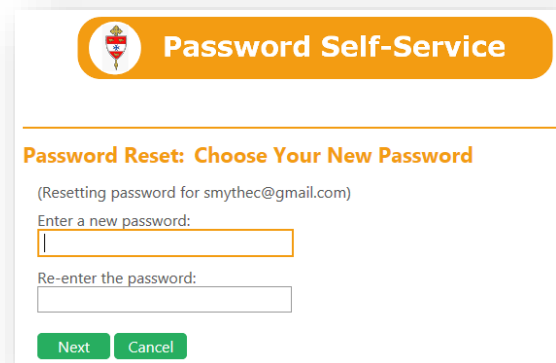5. Check your email account for a security code, enter the corresponding security code in the **Verify your Identity** screen that follows and click **Next.**

6. On the **Password Reset** form enter your desired password in both boxes before clicking **Next.**

7. Now that you have set your password you can now login to the Parent Portal by clicking the link on our School website, or by following this link **ADD A LINK TO YOUR PARENT PORTAL HERE**.