

Parent Portal

LOGIN / CREATE NEW ACCOUNT

EAST NORFOLK MULTI ACADEMY TRUST



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Parent Portal website - Parent Portal

Login using Facebook

If you have a Facebook account, you can login using the blue 'Facebook' button.

| East Norfo | lk Sixth Form - Parent Portal |
|---------------------|--|
| | Login Form |
| Email | |
| Password | |
| | Log in Lost your password? |
| | Log in using Facebook |
| | Need help logging in ? |
| | New to site? Create Account |
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Click the 'Create account' link

Creating an account

If you do not wish to use Facebook to login, you can create a new account. Please be advised that the email address the student has used for your contacts should be the same email address you use to create your account.

| East Norfolk Sixth Form - Parent Porta | |
|---|--|
| Email | |
| Password | |
| Log in Lost your password? | |
| Log in using Facebook | |
| Need help logging in ? | |
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Fill in the email address you wish to use and create a password. Click the 'Register' button.

| East Norfolk Sixth Form - Parent Portal |
|---|
| Login Form |
| Create Account |
| Email |
| Password |
| Confirm Password |
| Register |

Check your inbox for a link to active your account. If you do not receive an email with a link, contact <u>enquiries@eastnorfolk.ac.uk</u>.



Now your account has been activated, you can finish setting up your account. Add in the rest of your personal details and submit.

| Forename | A First Name | | |
|--------------|--------------|---|--------|
| Surname | Surname | | |
| Send E-mails | | If checked E-Mail notifications will be sent, when a message is received via Parent Portal. Some College E-Mail communications will continue to be delivered direct to your inbox and are unaffected by this option. | |
| | | | Submit |

Add a student

Now you are set up, you need to add the student to your account. An email should've been sent to your inbox with the unique student code.

If you cannot see an email with a unique student code, please check your junk/spam folder. If you still can't find the email, please contact <u>enquiries@eastnorfolk.ac.uk</u> with your account email address.

NOTE: THIS IS NOT THE STUDENTS ID NUMBER ON THEIR CARD

Input the unique student code and the students D.O.B and click 'Submit'.

| Add Student |
|---|
| Please enter the unqiue code provide by the college and the students date of birth. |
| This is not the students ID number on their card. |
| Each code is unque and can only be registered once. If you require additional codes please contact the college at Enquiries@eastnorfolk.ac.uk |
| |
| Unique student code: |
| Student Date of Birth (dd/MM/YYYY): |
| |
| Submit |

You have now successfully created a Parent Portal account and added the student to your account.

If you have any issues with your login or account in the future please refer to the <u>Help and FAQs page</u>.