

## Parent Portal log in details:

Access is restricted to parents of students at our school and a logon 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.stmc.qld.edu.au/contact-us/Pages/Community-Access.aspx>

1. Start the process by clicking on the link above.

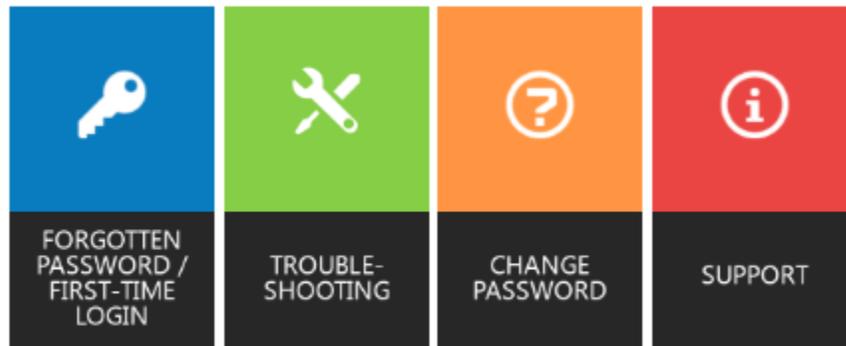
- You will be met with a login screen.

### LOGIN



2. Select **Brisbane Catholic Education** and select -

- Forgotten Password/First-Time Login



3. Select the link under the Parents heading titled

**Choose your own password online - in the Parents Section**

**Password Self-Service**

**Students**  
You need to contact the relevant staff member at your school to have your password reset.

**Staff**  
If you have recorded a mobile phone number under Personal Contacts in [WSS](#), you can [reset your password online](#) using a one-time SMS code.  
Otherwise you can contact the Service Desk [online](#) or on (07) 3033 7777 to have your password reset.

**Parents**  
**First time logging in?** You can [choose your own password online](#) using a one-time email code. You need to use the same email address you have recorded at your child's school.  
**Forgotten your password?** You can reset it [here](#) – again, it's important to use the email address you have recorded at your child's school.

**Visitors**  
**First time logging in?** You can [choose your own password online](#) using a one-time email code.  
**Forgotten your password?** You can reset it [here](#) – again, it's important to use the email address you have recorded with Brisbane Catholic Education.

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

Next



The screenshot shows a web page titled "Password Self-Service" with a sub-heading "Password Reset & First-Time Logon". Below the heading, there is a text prompt: "Please enter your email address or username". A text input field is provided for this information. Below the input field, there are instructions: "Username Formats: Staff: username or username@bne.catholic.edu.au (eg jsmith or jsmith@bne.catholic.edu.au) Parents and Visitors: Email address supplied to your school". At the bottom of the form, there is a green "Next" button.

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

Next



The screenshot shows a web page titled "Password Self-Service" with a sub-heading "Verify Your Identity: Email Verification". Below the heading, there is a text prompt: "Enter your security code below. A security code was sent to the email address registered with Brisbane Catholic Education." Below the prompt, there is a text input field labeled "Security Code:". At the bottom of the form, there are two green buttons: "Next" and "Cancel".

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

7. Now that you have set your password you can login to the Parent Portal by following this link.

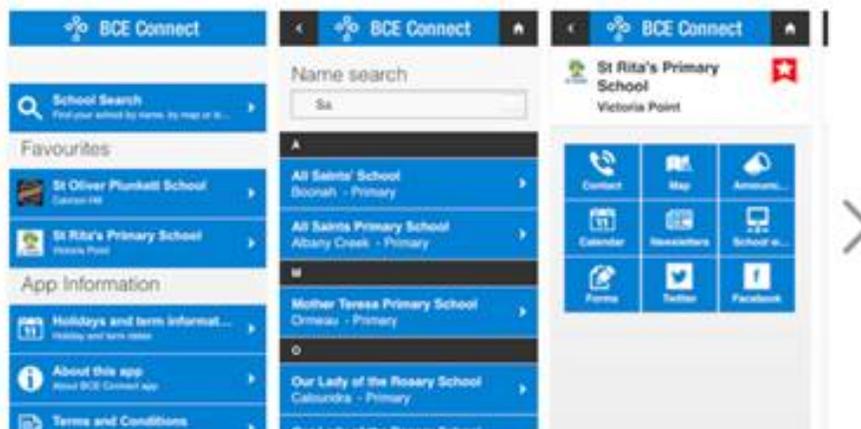
<https://extranet.bne.catholic.edu.au/parent/stmc/Pages/default.aspx>

Once you have logged onto the parent portal you may wish to use the BCE connect APP

**BCE Connect app information is available using the following website link.**

<http://www.bne.catholic.edu.au/students-parents/Pages/BCEConnect.aspx>

This is what the app looks like if you just want to use your play store



BCE Connect, our mobile app for all our BCE Schools, is another great way to participate in our community.