

## BGS Parent Portal

All school correspondence will be sent to a new email address which has been set up for each family. Also Pupil Reports will no longer be posted out. They will be available on the Parent Portal.

To access Parent Portal you first need to log into your school gmail account. Do this by going to gmail login page , your username is your school account number, which you will find on your last bill, It is 3 letters followed by 2 numbers, then add “@bgsmail.ie” to it. If my school account number was PLA05, then my username is pla05@bgsmail.ie. Your password is the pps number of the eldest child that you have attending the school. You will be asked to change this password when you log in. Leave this page open and open another tab;

Next go to:

<https://portal.bandongrammar.ie/parent-new.asp>



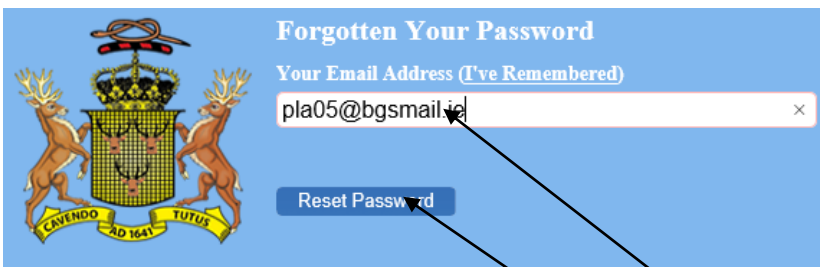
**Bandon Grammar School Parent Login**

Your Email Address  
pla05@bgsmail.ie

Your Password (I've Forgotten)  
|

Login Now

Click here



**Forgotten Your Password**

Your Email Address (I've Remembered)  
pla05@bgsmail.ie

Reset Password

Enter your email again

Then click here

A reset code will now have been sent to your bgsmail.ie email account. Copy and paste that Code from your email into the next box.



**Bandon Grammar School Password Reset**

Reset Code Received

6fc0e22b92e99e9327a901fe9fd5021c32b1ccab

Please note for security reasons your password must contain:

- At least 6 charaters
- One uppercase
- One lowercase
- One numeric character
- One symbol : /,!,@,#,\$,%^,&,\*?\_~`-,(,)/

Your New Password

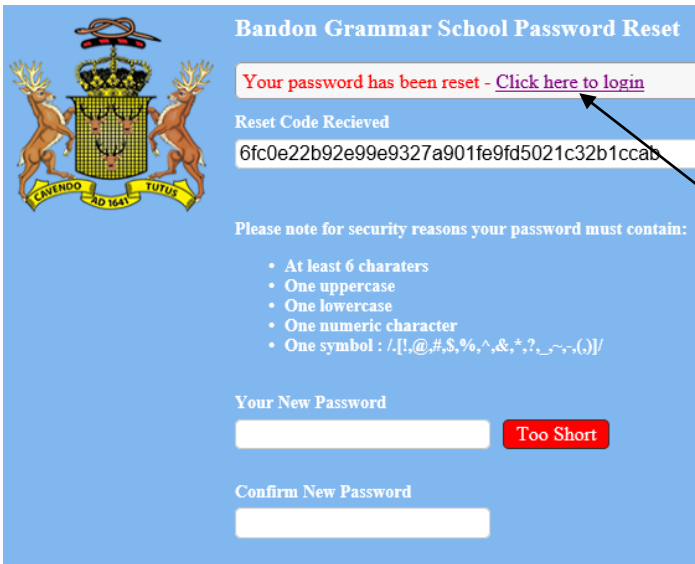
Too Short

Confirm New Password

••••••••

Paste reset code here

Enter new password



**Bandon Grammar School Password Reset**

Your password has been reset - [Click here to login](#)

Reset Code Received

6fc0e22b92e99e9327a901fe9fd5021c32b1ccab

Please note for security reasons your password must contain:

- At least 6 charaters
- One uppercase
- One lowercase
- One numeric character
- One symbol : /,!,@,#,\$,%^,&,\*?\_~`-,(,)/

Your New Password

Too Short

Confirm New Password

Click here to login

When you login for the first time and try and access any information you will be asked to verify your password, you can use the one that you have just entered. There is no need to change it again. This is what you should see when you log in.



**LOGOUT**

### School Year

Currently viewing 2015 / 2016

Change Year

### User Details

████@bgsmail.ie

System Time : 14:05:24

### Main Menu

- Your Details
- Your Password
- Your Children
- Roll Records
- Reports

## Your Children Listed - 2015 / 2016

Surname	Forename	Called	Sudent Num	
████████	████████	████████	████████	<a href="#">View Details</a>
████████	████████	████████	████████	<a href="#">View Details</a>

Records 1 to 2 of 2

If you have any problems you

Can email [dplatts@bgsmail.ie](mailto:dplatts@bgsmail.ie)

Or ring me on 085-1500890

Good Luck

Darren Platts

To access Reports click here

To change year click here