Thursday, February 22, 2024

Dear REDFISH Families,

Welcome to the REDFISH Elementary *MyEducationBC* Parent & Family Portal. Having access to the Parent & Family Portal will allow you to see attendance, learning updates, and other information about your child(ren).

Each parent/guardian will have their own separate account (i.e. as long as each parent has their own email address in our system), and can view the following:

- Class Attendance Information
- Contact Information
- Student Demographic Information
- Published Learning Updates
- Student Schedule (once they are in middle and secondary school)

Back in November 2023, you were sent an email from sysadmin@myeducation.gov.bc.ca with your login ID and temporary password. With your login ID and temporary password, you can access the *MyEdBC* Parent & Family Portal here.

BEFORE YOU START...

1) To access the *MyEducationBC* system for the first time, you must use a **COMPUTER**... NOT a cell phone or tablet.

2) Make sure **popups are enabled** for your browser.

3) Both the login ID and password are **case sensitive**. Your login ID is your first initial + last name (e.g. John Smith = jsmith).

4) Each parent/guardian will have their own separate account in the Parent & Family Portal.

5) If you have not received your login ID and temporary password, please contact clerical.red@sd8.bc.ca. **Please be sure to check your spam and junk folders** as some email providers automatically redirect.

School District 8
Kootenay Lake

TO ACCESS the PARENT & FAMILY PORTAL...

Click here to navigate to the *MyEducationBC* login page.

1) Enter your username (**first initial + last name**... e.g. John Smith = jsmith) and password and then click the 'Log On' button. If you have never logged on before, you can refer to the automated generated email from earlier this year for this information.

2) You will receive a message indicating that your **password has expired**.

3) Create a new password, carefully following the password criteria that is listed on the screen.

4) Please make sure that you get a **confirmation message** that your password has been accepted before proceeding!

5) Be sure to enter your email address and a security question. This will allow you to use the 'I forgot my password' feature in the future.

6) Choose a security question & answer that you will never forget.

TROUBLESHOOTING...

For best results, use *Chrome* or *Internet Explorer*.

If you mistype your password five times, the system will automatically lock your account. After **four** failed attempts click on the blue 'I forgot my password' link on the login screen.

The program will ask for your email address as well as the answer to your security question...

- If you answer it correctly, a new temporary password will be sent to your email account.

- If you mistype the answer to your security question three times, the 'I forgot my password' function will be frozen. In this case, please phone the school office at 250.229.4224 or email clerical.red@sd8.bc.ca.

Retrieve the temporary password from your email account and use it to login to the Parent & Family Portal. You will then be asked to create a new password.

If you notice any demographic changes that need to be made, please email clerical.red@sd8.bc.ca..

SECURITY…

MyEducationBC is a secure student information system used in school districts across the province of BC. Security is guided by the rules and regulations of the School Act and Freedom of Information and Protection of Privacy Act (FOIPPA). If you have any questions or concerns, please contact the school.

We hope you find the *MyEdBC* Parent & Family Portal helpful to track your child's progress.

Sincerely,

Mark Bonikowsky | Principal
REDFISH Elementary School (SD8)

Redfish Elementary School