

November 14, 2022

Dear Westwind Parents/Guardians:

As many of you know from last year, the Ministry of Education has provided a new way to access your child's school information directly online. Between November 7th – 21st, the District Tech Department will initiate the **MyEducation BC PARENT Portal** which will allow parents and/or guardians to access important information for their child(ren).

Each parent/guardian will have their own separate account, and can view the following:

- Attendance Information
- Contact Information
- Student Demographic Information
- Published Report Cards
- Transcript Information (high school)

For parents/guardians who are new to the MyEd BC Parent Portal, please keep an eye out for an email from "sysadmin@myeducation.gov.bc.ca" with your login ID and temporary password. Instructions on how to login and navigate the Parent Portal can be found on our school website and are also attached for your convenience. If you have activated your account in the past, no need for action at this time. You will receive instructions in December on how to access your child's report card. **An active MyEd account is needed to be able to access your child's Report Cards when they are published in December.**

You can access the Parent Portal at: <https://www.myeducation.gov.bc.ca/aspen/logon.do>

- **The first login must be done from a workstation, laptop or computer.** Do not use an iPad, tablet or cell phone. After the initial login, you may use any device to access your parent portal account.
- Enter the login ID and password provided in the MyED BC email.
- The first time you login to your account, you will be asked to change your password.

Security

MyEducation BC is a secure student information system used in most school districts in 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, please contact our district central office at 604-668-6668.

Account Issues?

Accounts have been created using email addresses previously provided to the school office. If you did not provide your email address or need to update your email, please contact the office at: westwind@sd38.bc.ca.

If you have issues logging into MyEd BC, please send an email to the District MyEd Support Team at: MyEdParentPortal@sd38.bc.ca. In the subject line, please put *Parent Portal*, and in the message, include the following: School Name, Student's Full Name, Parent/Guardian's Name, Login ID and a brief description of the account issue.

Thank you,

Westwind Elementary School Office