PARENT PORTAL

All parents of current Roseville College students have access to the College portal.

New and existing parents can use this area to find out their username for the College Portal and set a password.
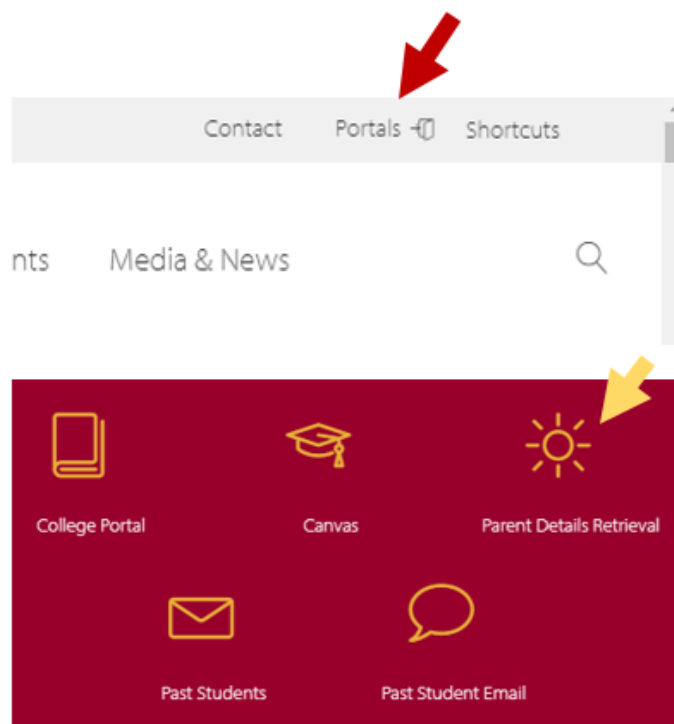
First time portal users

You should have received a welcome email from the school with your username and a link to set your password. Please check Junk email folder in case it is there.

Note that you will only have access to the Portal on the first day that your daughter attends school.

If the above did not happen or you need the information again, please go to the Roseville College website and select "Portals" from the menu bar. Then click on "Parent Details Retrieval".

Follow these steps to get your login details.

1. Retrieve your username via email

2. Set a new password (requires username)

3. Logon to the Portal

Returning portal users

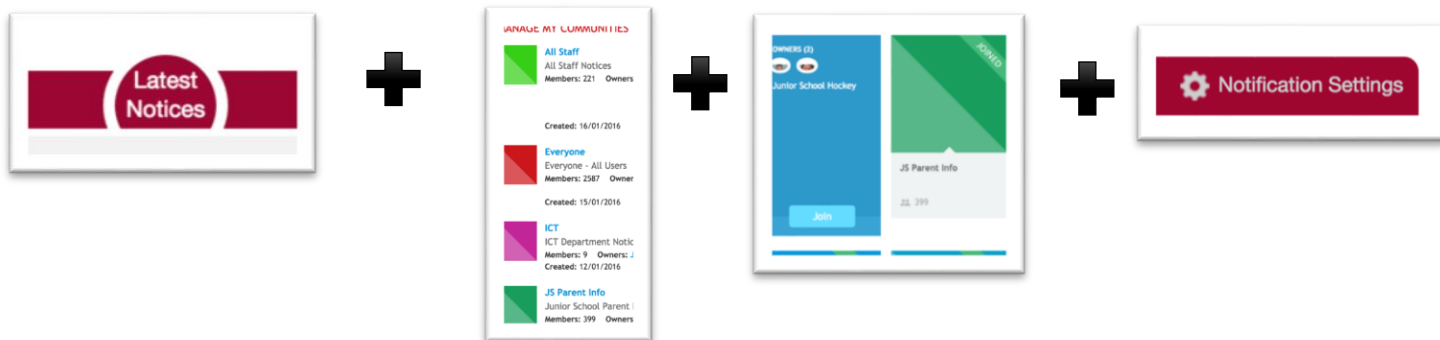If you have forgotten your username or password, you may use the same links mentioned above to retrieve your details.

All parents

If your email address is not recognised as a registered email address, please contact Community Relations to have your details updated so you can access the Parent Portal. Access to the portal, the ability to retrieve your username and update your password are dependent upon having your correct email details recorded in our systems.
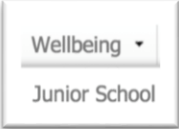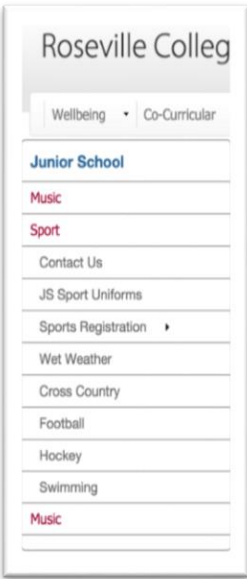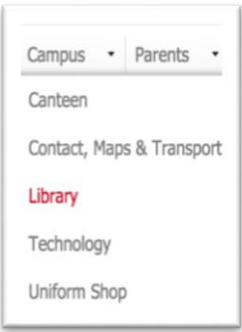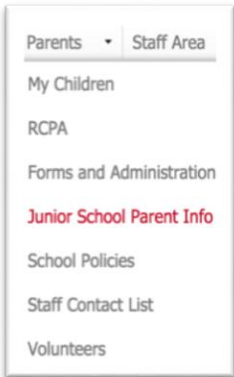
If you need any other assistance accessing the Portal or any other Roseville College online system, please contact the ICT Service Desk on 02 9884 1110 between 8.00am and 4.00pm, Monday to Friday, for assistance. The ICT Department is open during both term and holidays times, except between Christmas and New Year.

Once you have your log on details

Once you have accessed the Portal successfully, you can click on most headings to locate further information. If you would like to subscribe to various communities to see the communication thread in that community, you will need to click on the "Latest Notices" heading. Once the page opens, simply click on the communities you wish to follow. You can leave a community by simply clicking on that community again. Please note, you can change the frequency of email notifications you receive by selecting the "Notifications Settings" heading on the right-hand side of the page.

The table below gives a visual summary of the various information located under the headings on the Community Portal.

Wellbeing	Co-Curricular	Campus	Parents	What's On
Announcements made to the Junior School Students.	Each of these titles takes you to a more detailed page about the activity, registration pages and downloads for enrolment in various activities.		Information relating specifically to the Junior School, a place to locate notes that may have gone missing, school policies and contact lists.	Calendar related information, newsletter and various media releases can be accessed here.