



Westview Elementary School
Ta na wa nsiiy xnit tl'a Teltiwet
641 17th Street West,
North Vancouver, B.C. V7M 0A1
Phone: (604) 903-3840 Fax: (604) 903-3841
<http://www.sd44.ca/school/westview/Pages/default.aspx>

February 21, 2017

Dear Parents and Guardians:

Re: Parent Portal Access

Last year, School District 44 adopted the online Parent Portal to communicate student learning. Within the transition process, parent feedback indicated the need for a more streamlined way for parents and guardians to access report cards, particularly in the cases of multiple children. For the past few months, the North Vancouver School District and the Ministry of Education have been collaborating to achieve this goal.

Next week you will be receiving the following email with instructions about how to log in to the Parent Portal. Over the summer, accounts were merged so that an individual would have the same login for all of their children.

Welcome to the Westview Elementary School MyEducation BC PARENT PORTAL which will allow access to see grades, attendance and other information on your child(ren). Each parent or guardian will have their own separate account.

To Access the MyEducation BC System

- 1. Visit www.myeducation.gov.bc.ca/aspn (it is suggested you bookmark this website)*
- 2. Make sure popups are enabled for your browser*
- 3. Your user name will be: xxxxxxxxxxxx (it will be your email address)*
- 4. Your temporary password will be: xxxxxxxx (this is a one-time log in password generated by the system)*

NOTE: Both user name and password are case sensitive

- 5. Enter your user name and password then click Log On to access the system. You will be prompted to change your password immediately, and enter security information so that in the future you can click "I forgot my password" to receive a new password.*

Once inside the MyEducation BC system you can navigate around to view information for your student(s).

**** Please do not reply to this generated email.*

In the meantime, please go to our school website: <http://www.sd44.ca/school/westview/Pages/default.aspx> for three very helpful resources under the Quick Links section. Here you will find:

1. Written instructions on the Parent Portal (SD44 Parent Portal Document)
2. Visual instructions on the Parent Portal (Parent Portal video)
3. Parent Portal questions and answers (My Education Tips and Troubleshooting)

Should you have any questions or concerns about Parent Portal access, please do not hesitate to contact westview@sd44.ca. We will respond to your inquiry as soon as possible.

Sincerely,

Ms. Carla Orr
Principal