

## PARENT PORTAL INSTRUCTIONS

Dear Parents/Carers,

As of Term 4, 2018, John Palmer Public School will use the Sentral Parent Portal as an interface to distribute information to our families.

If you are still unsure on how to log into the Parent Portal, detailed instructions are outlined below.

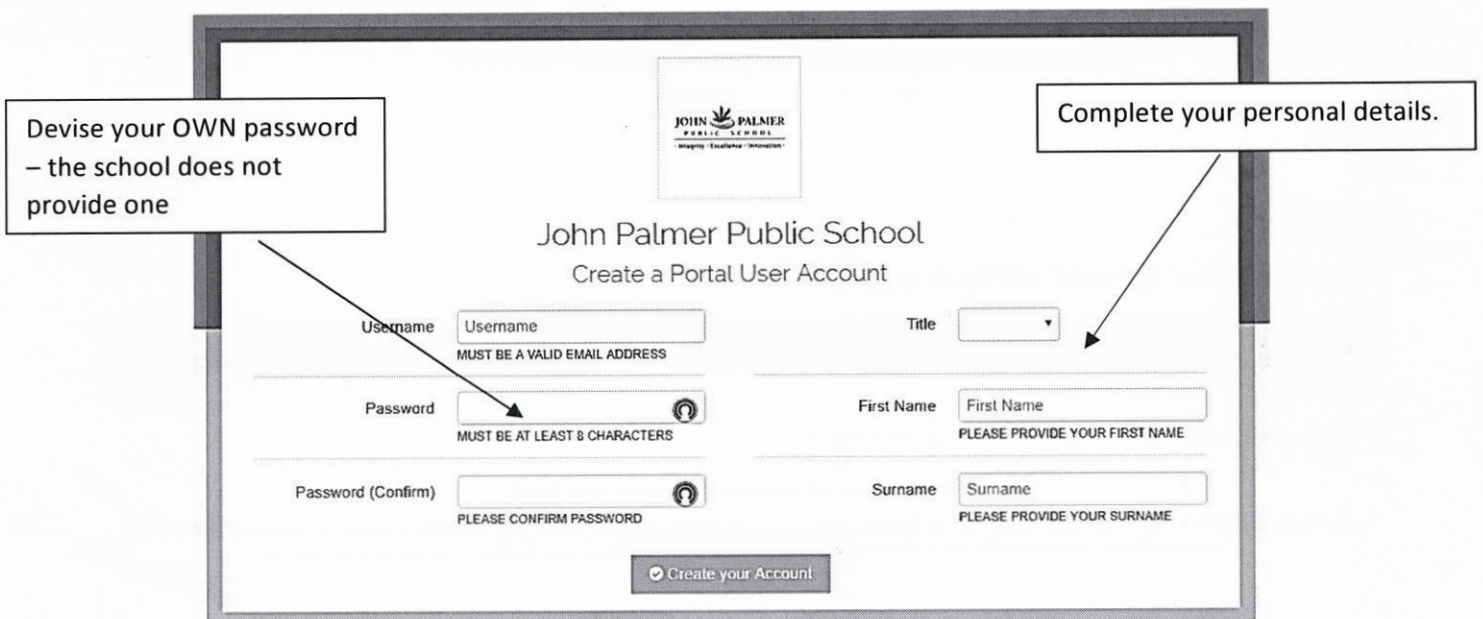
### **Step 1**

Type in the address bar - <https://jpps.sentral.com.au/portal/register>




### **Step 2**

Type in a valid e-mail address, think of a password and fill in your details.



Devise your OWN password  
– the school does not  
provide one

Complete your personal details.

  
John Palmer Public School  
Create a Portal User Account

Username   
MUST BE A VALID EMAIL ADDRESS

Password   
MUST BE AT LEAST 8 CHARACTERS

Password (Confirm)   
PLEASE CONFIRM PASSWORD

Title

First Name   
PLEASE PROVIDE YOUR FIRST NAME

Surname   
PLEASE PROVIDE YOUR SURNAME

### Step 3

This screen will then appear. Type in your username (valid email address) and password.

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## John Palmer Public School Student and Parent Portal

Please enter your username and password below

Username

Password

Sign In

Forgot Password?

Enter your username (email address) and your personal password.

SENTRAL EDUCATION

### Step 5

Type in the ACCESS KEY that the school sent you.

Welcome John Palmer Public School Parent Portal

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To get started, you will need to add a new Access Key to your Portal Account. The school should have provided this key to you. If you have not received a key, please contact the school directly.

Simply type the Access Key provided to you in the field below to add your first Access Key:

### Step 6

Your personal DASHBOARD will appear.

John Palmer Public School  
Parent Portal

Dashboard Applications

Welcome - Select the student you'd like to view below

Welcome to the John Palmer Public School Parent Portal.

Each of your children that attend John Palmer Public School will be shown below. Simply select which child you'd like to review by clicking on their photo. You can always toggle between each of your children by clicking on the student name located in the top right of your view.