

New Portal Features

Parent Portal Features NOW AVAILABLE!

We are excited to release more time-saving features to our new Parent Portal website and mobile app available from Monday 25th October 2021. Email ajackson@bmgs.nsw.edu.au to register if you have not yet received your Portal Registration email.

Permission Slips

Activity Permission Slips for excursions and incursions now appear in your Portal Home Feed ready for you to action.

1. Select View Details for the Activity Permission Slip – Requires Action in your Home Feed to display Permission required screen
2. Tick the radio button to either grant or deny permission for your child to attend the event
3. Enter any amendments to medical details and Additional instructions for the event and Submit

The screenshot displays the Sentral Parent Portal interface for Blue Mountains Grammar School. The central Home Feed shows a post titled "Activity Permission Slip" for a "Yr11 PDHPE First Aid Incursion" posted 6 hours ago. A red box highlights the "Requires Action" button, with a red arrow pointing to it. Below this, another post for "2021 BMGS Bus Service Information Sheet" is visible. The right-hand sidebar contains sections for "Homework" (listing tasks like 11PDH1, 11MATS1, and 11BIO1) and "Upcoming Events" (listing cancelled events and tutoring sessions).



Permission Required screen – Activity Information

Tick radio button to grant or deny permission

Enter any Amendments to medical details and additional instructions for Activity

Click Submit

New Absence Notification

You can now send new absence notifications via the Portal, informing the school that your child will be away from school on a given day or days. It only takes a few seconds to complete.

1. Select Absences from left menu
2. Click Notify of an Absence green button
3. Complete New Absence window field and Send

Notify of an Absence button

Complete New Absence fields and Send

Respond to Unexplained Absences

If your child has been marked as Absent by 9am you will receive a notification on the Parent Portal (and also by email) requesting that you action the Unexplained Absence.

1. Select the Absence post from the Portal News Feed or select Absences from the left menu to display the Explain Absence window
2. Enter the Explanation for the absence and Submit



The screenshot shows the 'Absences' section of the Sentral Parent Portal. On the left is a navigation menu with options like Home, Messages, Absences, and My Details. The main content area displays a notification from a student (ID 281192921) stating 'Unexplained absence' with a link to 'Student'. A red box highlights this link with the text 'Click the Unexplained absence link'. To the right is the 'Explain absence' form, which includes fields for 'Date absent', 'Reason', and 'Comment', followed by a large 'Explanation' text area and a 'Submit' button. A red box highlights the 'Explanation' field with the text 'Enter the explanation for the absence and Submit'.

