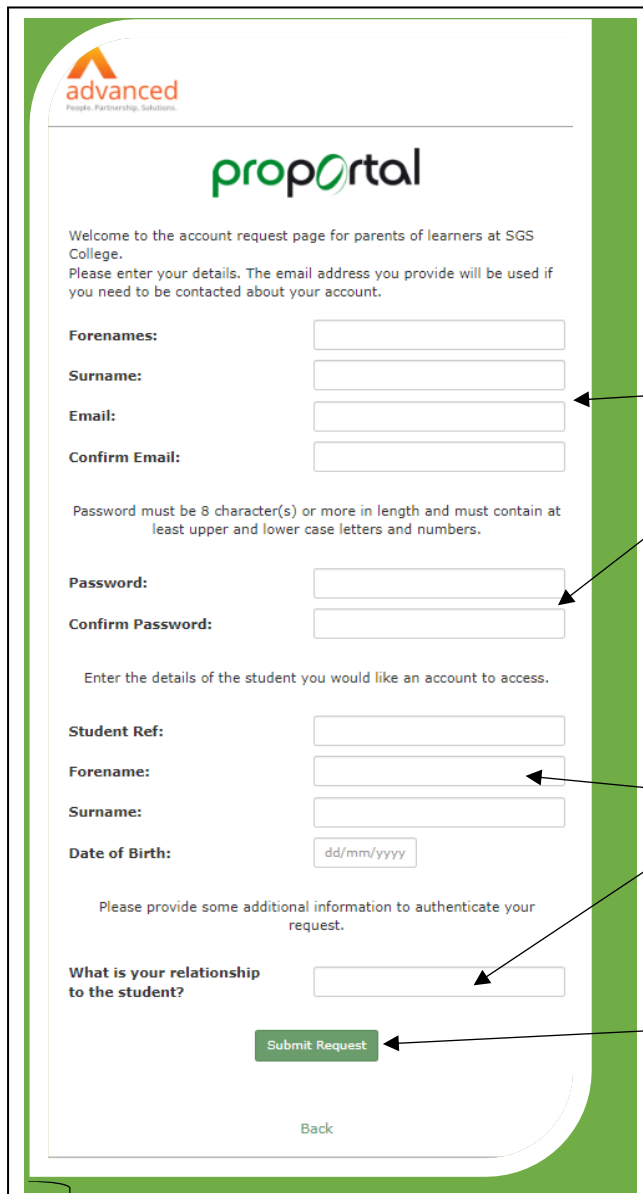
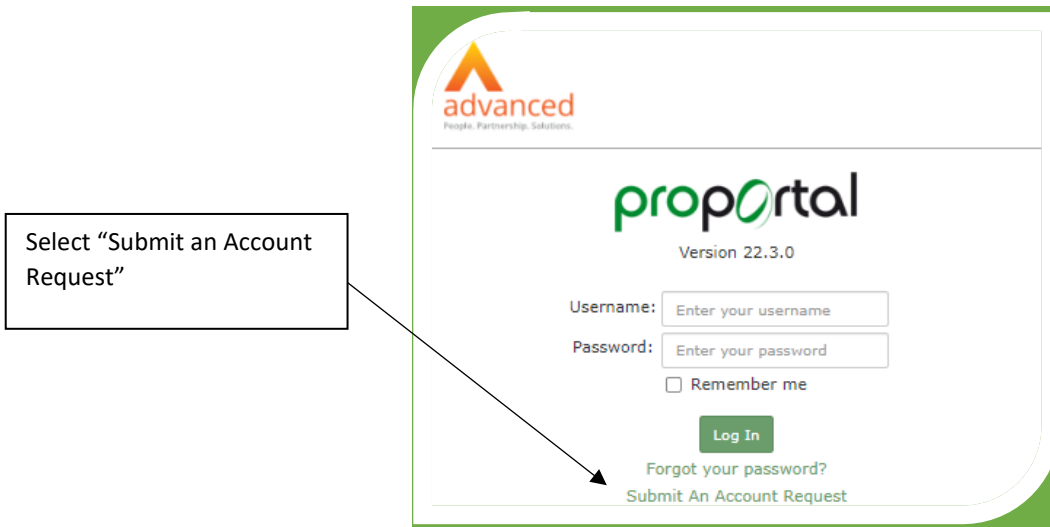


Parent/Guardian – Access Request

First step to access the Parent Portal is to create an account. Access is via <https://portal.sgscol.ac.uk/ProPortal> where users will be taken to this login screen:



Please note, text in bold denotes a mandatory field

Insert your contact details and password information for your account in these sections

Insert the relevant information about your child/guardianship

When all details are completed, submit the request

Parent/Guardian – Access Request



Once the request has been submitted you will receive an email to verify your email address.

By clicking the link and verifying the address, we know that that email address is genuine and linked to the person who has submitted the form.

Once your account has been verified and activated by us you will receive an email with the URL to access Parent Portal and confirming your user name.