



## R.C. Palmer Secondary School

*Home of the Griffins*

8160 St. Albans Road, Richmond, B.C., V6Y 2K9  
Phone: (604) 668-6288 Fax: (604) 668-6488  
E-mail: [palmer@sd38.bc.ca](mailto:palmer@sd38.bc.ca)

May 1, 2018

Dear Parent/Guardian:

At Palmer Secondary, we are introducing a new way to access your child's school information directly online. On Friday, May 4, we are officially launching the **MyEducation BC (MyEdBC) PARENT PORTAL** which will allow parents and/or guardians to access attendance, term grades, and other information on their child(ren).

Each parent/guardian will have their own separate account, and can view the following:

- Class Attendance Information
- Contact Information
- Student Demographic Information
- Student Schedules
- Published Report Cards
- Transcript Information

On May 4, you will receive an email from "sysadmin@myeducation.gov.bc.ca" with your login ID and temporary password. Instructions on how to login and navigate the Parent Portal can be found on our school website at <http://palmer.sd38.bc.ca/>.

With your login ID and password, you can access the Parent Portal at:

<https://www.myeducation.gov.bc.ca/aspen/logon.do>

For your mobile devices, the site is available at:

<https://www.myeducation.gov.bc.ca/aspen/logon.do?mobile=1>

### **Account Problems?**

Accounts have been created using email addresses previously provided to the office. If you did not provide your email address or need to update your address, please send an email to [palmer@sd38.bc.ca](mailto:palmer@sd38.bc.ca). In the subject line please put *Parent Portal*, and in the message include the following: Student's Full Name, Pupil #, Parent/Guardian Name and email address.

### **Security**

MyEducation BC is a secure student information system used in most school districts in the province of BC. Security is guided by the rules and regulations of the School Act and Freedom of Information and Protection of Privacy Act (FOIPPA). If you have any questions or concerns, please contact our office at 604-668-6668.

Thank you.

Dianne Smith  
Principal