

Bordertown Primary School Community Portal



Be honest – Practise bravery – Show kindness

Creating your Community Portal account

You will receive an email inviting you to create an account. This email will be sent from **noreply@schools.sa.edu.au** Please check your junk/spam folder if you are unable to locate this email.

When you receive the email, click the link provided, and create your Community Portal account. This link will expire in 7 days. If you do not use this link within the timeframe, please contact the school and we will send you a new one.



Your invitation token will automatically populate when you follow the link from the email.

Read and accept the Terms and Conditions

Option 1: The simplest way to create your account is to use your Google credentials. If you do, you will not need to create a Username or Password.

Apple ID registration is currently **NOT AVAILABLE**.

Option 2: If you do not have google credentials available, you will need to create a username and password.

We suggest using: First Name.Last Name and ensure that you choose a password that you will remember.



Navigating to our Community Portal Homepage

Use this link to login after the initial setup:

<https://desa-portal.civica.education/>

We suggest saving this as a bookmark on your phone or desktop.

Note: If you used your Google credentials, please make sure you sign in using this method.

Welcome to
Community Portal

Username
E.g. John.doe

Password
Your Community Portal password

[Forgot Password?](#)

Login

Or sign in with

Sign in with Google

Sign in with Apple

Community Portal Functions

Community Portal Home My Students Finance Schools Hi, Carreno

Welcome, Carreno

You have 3 new important messages.

There are 2 unresolved absences. [Click here to resolve](#)

School News

- excursion tuesday
Gilles Street Primary School News
excursion on tuesday kids!
25/01/2023 11:21 am [Read More](#)
- new news!
Gilles Street Primary School News
news
25/01/2023 11:33 am [Read More](#)
- PM Article
Gilles Street Primary School News
kiviyugiyug
06/01/2023 09:20 am [Read More](#)

My Students

Student Name	Attendance
Amanda Moore (PS)	18%
Emily Park (M101)	0%
Patricia Parks (PS)	0%
Penny Park (MS12A)	3%
Sydney Park (MS67A)	0%

Messages

to view any notifications you have been sent.

My Students

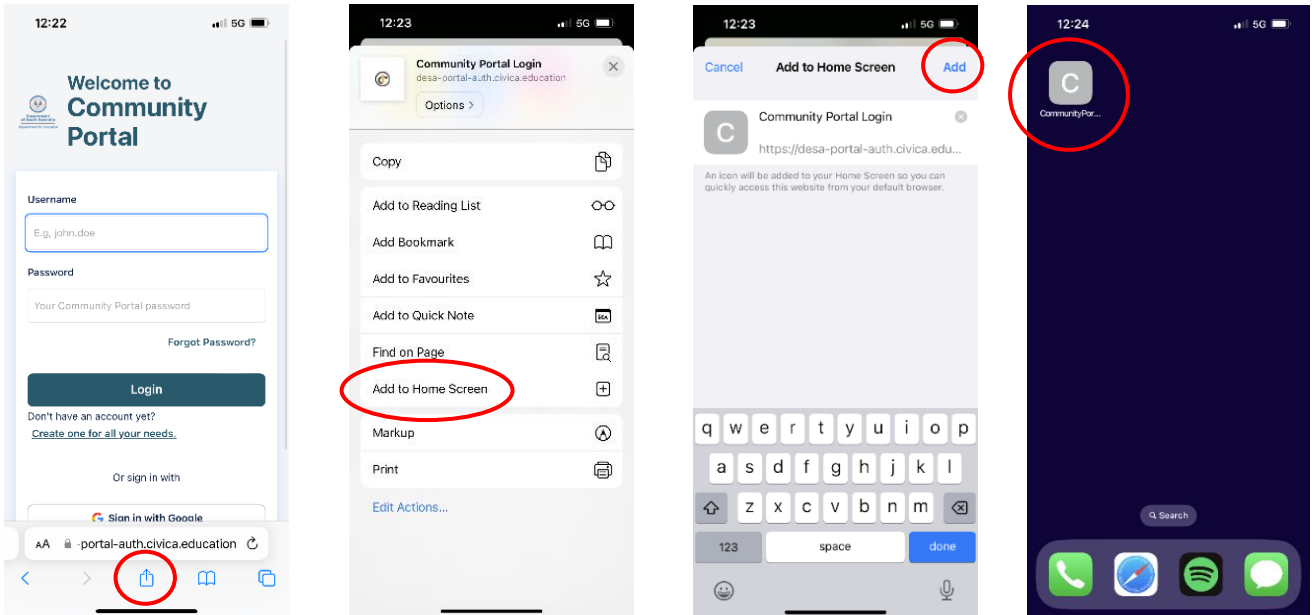
To navigate to your child's individual data click on their tile or select their tile on the dashboard. This includes some student details, attendance, academic reports and medical details.

Viewing your user profile, updating and viewing your personal details, change your password, enabling/viewing notifications.

Save Community Portal to your iPhone

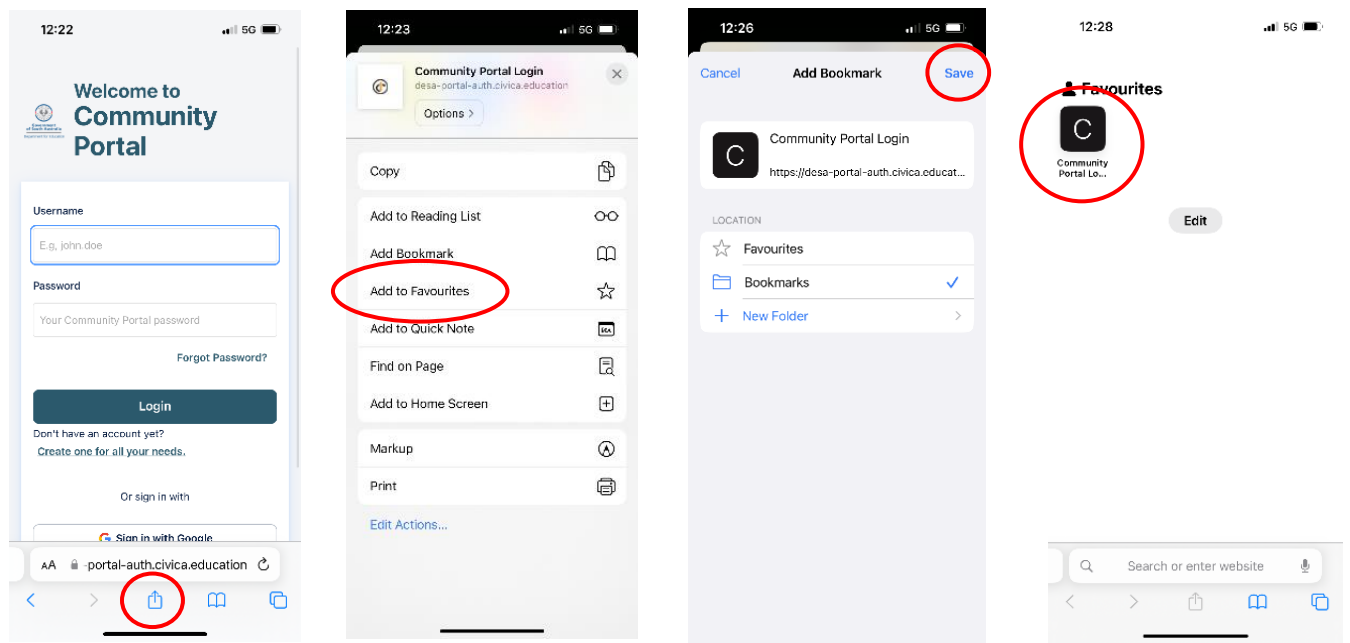
Option 1 (save to Home Screen)

- Open the Community Portal link in Safari.
- Click on the share icon.
- Select Add to Home Screen.
- Click Add.
- The Community Portal will appear on your home screen.



Option 2 (save to Favourites in Safari)

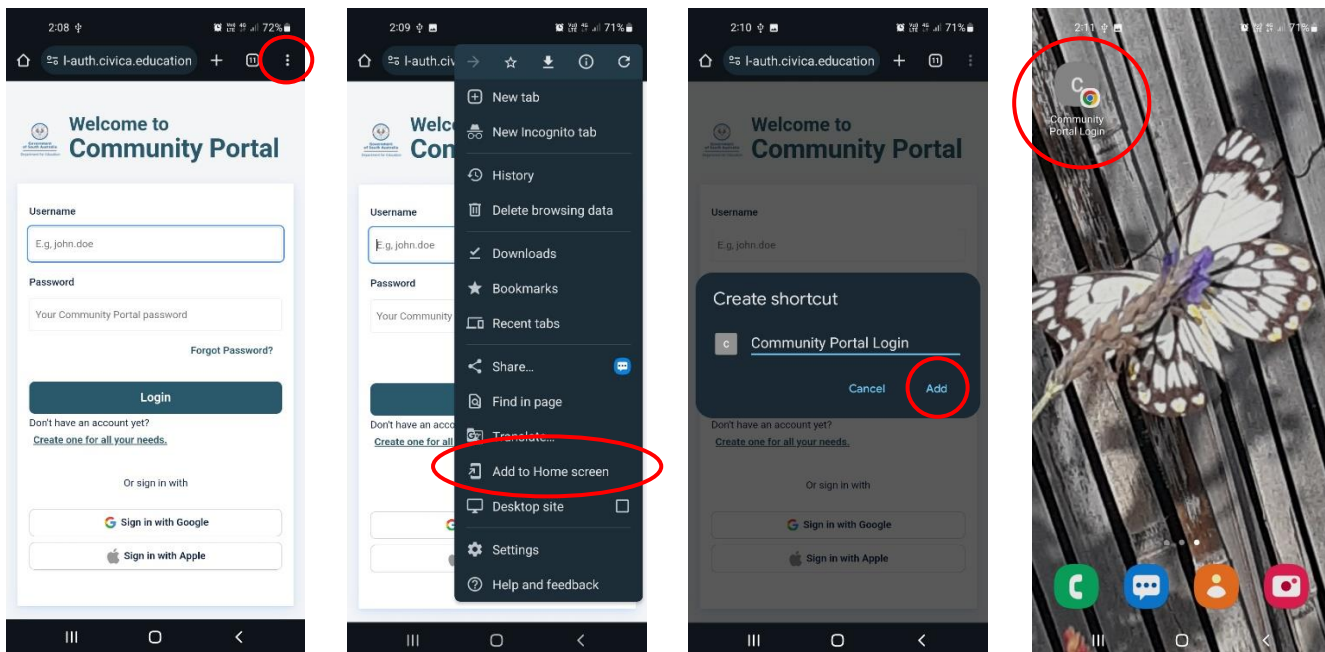
- Open the Community Portal link in Safari.
- Click on the share icon.
- Select Add to Favourites.
- Click Save.
- The Community Portal will appear when you open Safari or add a new tab.



Save Community Portal to your Android

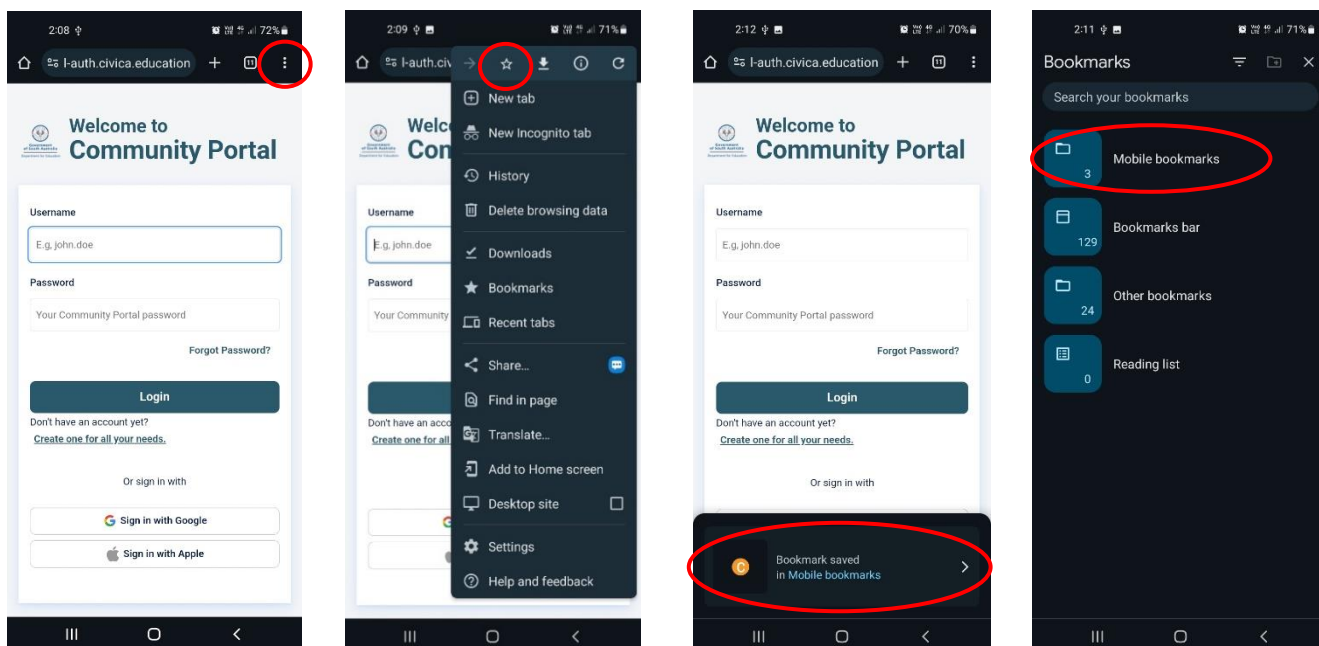
Option 1 (save to Home Screen)

- Open the Community Portal link in Google Chrome.
- Click on the three dots. If using Microsoft Edge, click on the three horizontal lines.
- Select Add to Home Screen.
- Click Add.
- The Community Portal will appear on your home screen.



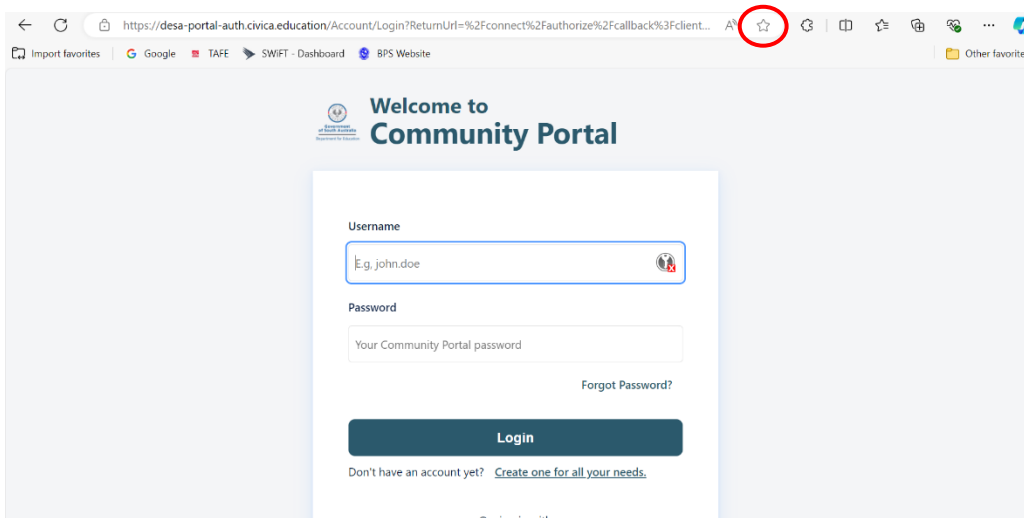
Option 2 (save to Bookmarks in Google Chrome)

- Open the Community Portal link in Google Chrome.
- Click on the three dots. If using Microsoft Edge, click on the three horizontal lines.
- Select the star icon.
- The Community Portal will appear in your Bookmarks.

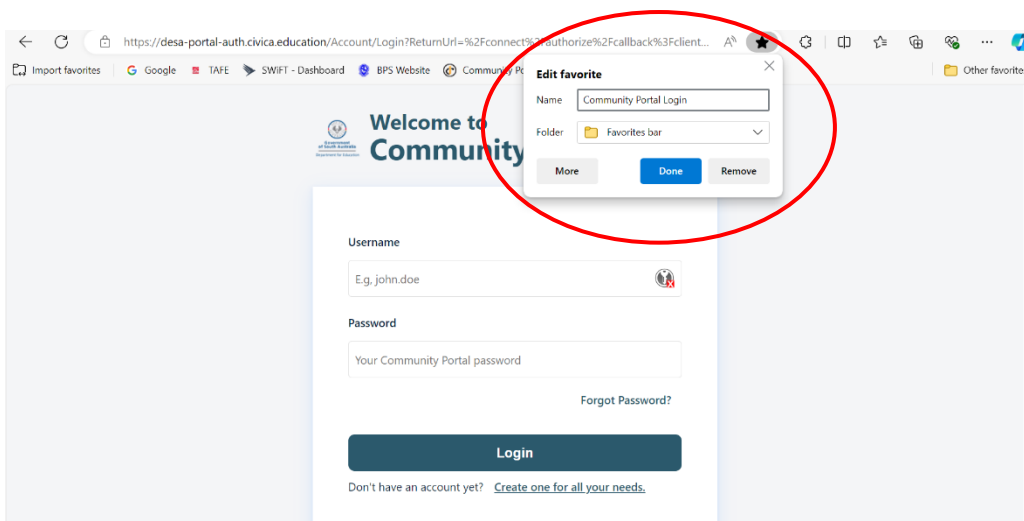


Save Community Portal to your Computer

- Open the Community Portal link in your internet browser.
- Click on the star icon in the search bar.



- Save this page to the Favourites bar. If you are using Google Chrome, it will say Bookmarks bar.
- Click Done.



- The Community Portal will appear underneath the search bar when you open the web browser or add a new tab.

