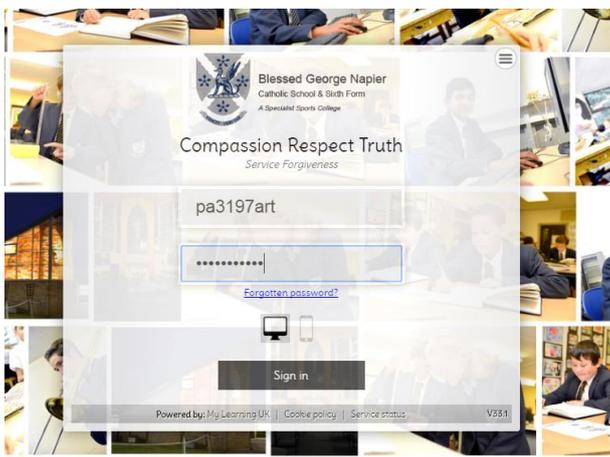


# HELP SHEET FOR PARENT PORTAL

## Activating your parents account

1. Go to [bgn.myvle.co.uk](http://bgn.myvle.co.uk)
2. Login using your child's unique ID username and password provided on the letter



3. Click **Create account** to register yourself

### Register

- You have logged in using your child's master ID.
- The master ID used to allow parents to register their own individual parent account for **Mark Yap**.
- You must have a valid e-mail address to continue.

[Create account](#) [I have already registered](#)

4. Fill in the registration form and submit

Home Work Class Groups Learning Spaces BGN Areas Content Library My Files

## Register

Use this page to register for a personal parent account.  
You will be able to use this account to view your child's activity on their bgn VLE.

Your details:

Title: \* First name: \* Family name: \*

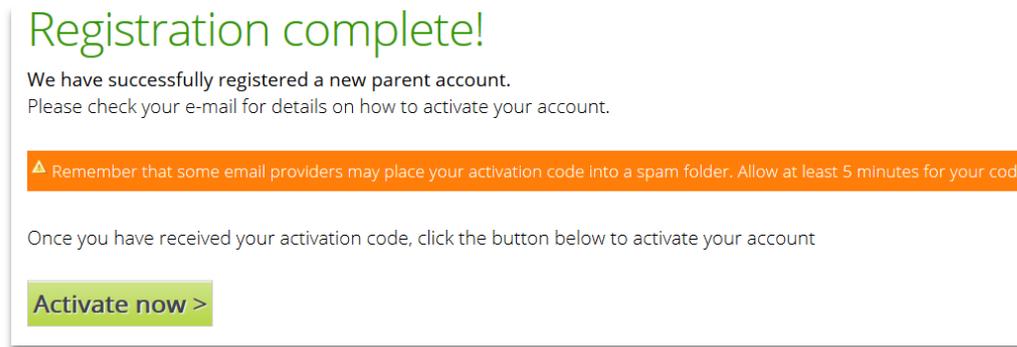
Day Month Year

Date of birth

Contact numbers

Telephone:

5. Once you have received your activation code by email, click **Activate now**



Registration complete!

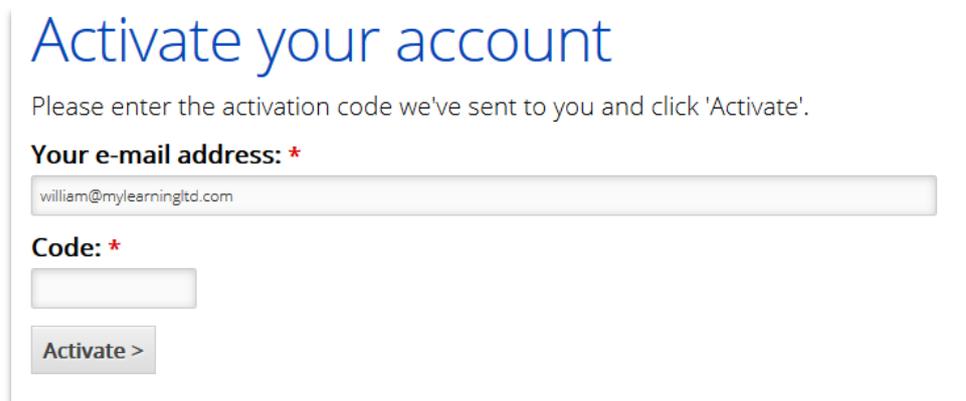
We have successfully registered a new parent account.  
Please check your e-mail for details on how to activate your account.

Remember that some email providers may place your activation code into a spam folder. Allow at least 5 minutes for your code to arrive.

Once you have received your activation code, click the button below to activate your account

[Activate now >](#)

6. Enter the activation code into the box and click **Activate**



Activate your account

Please enter the activation code we've sent to you and click 'Activate'.

Your e-mail address: \*

Code: \*

[Activate >](#)

You will now be able to browse the areas of My Learning that your child uses.

If you have more than one child at the school, you can click the 'Add Child' button to register additional children using the Unique ID provided for each child.