

# Logging in to the Parent Portal

Set up your password and log in to see information about your children at school.

## Activating your account

1. In your browser, go to the Parent Portal address.

<https://bishopstopford.fireflycloud.net>

2. Select **Logging in for the first time? Activate your account.**

Bishop Stopford School  
faith | justice | responsibility | truth | compassion

Bishop Stopford School

Login using your e-mail address or username

Parental Login

E-mail address or username

Password

Log in

Forgotten your password?

Logging in for the first time? Activate your account.

Or log in with

Site login (Firefly)

Office 365

firefly

3. Enter the **email address the school already holds on record for you**, then select **Activate account.**

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Activate account

Parental Login

To activate your account, enter your e-mail address or username.

E-mail address or username

Activate account

Log in

Or log in with

Site login (Firefly)

Office 365

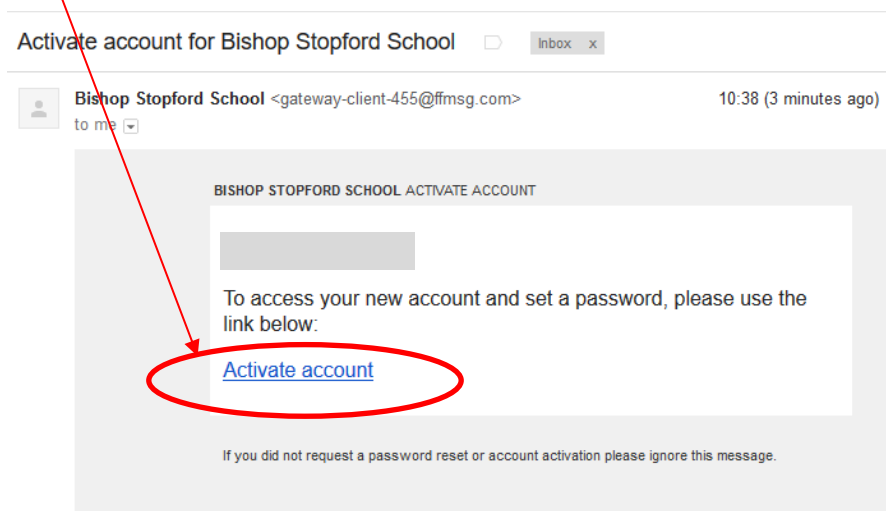
firefly

4. You should then get a message telling you to check you mailbox

## Check your mailbox!

An e-mail with details of how to access your account has been sent to your registered address.

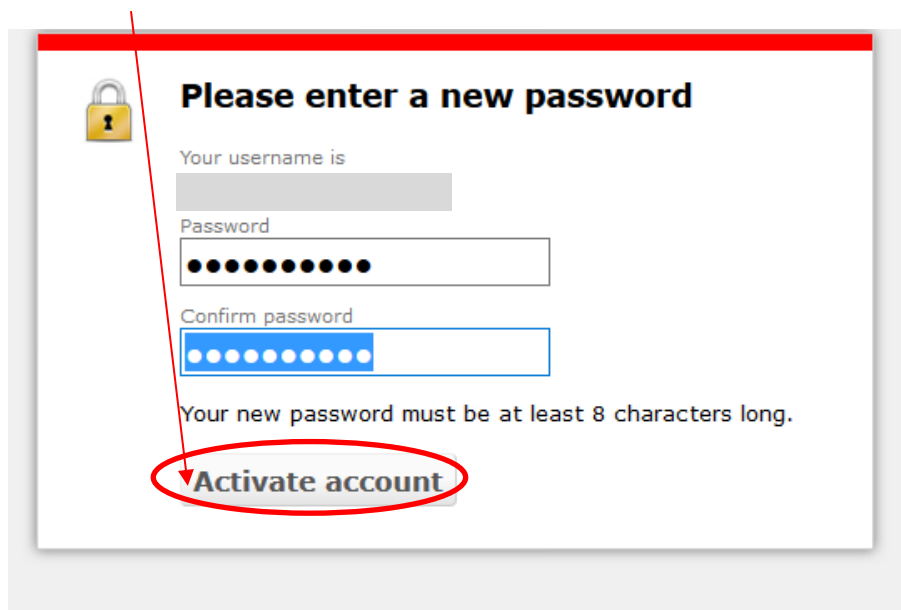
5. Check your email inbox. Make sure to check your spam filters if you don't find it anywhere.
6. The email should look something like the one below, open the email and select **Activate account**.



7. Enter the password of your choice, and then confirm it.

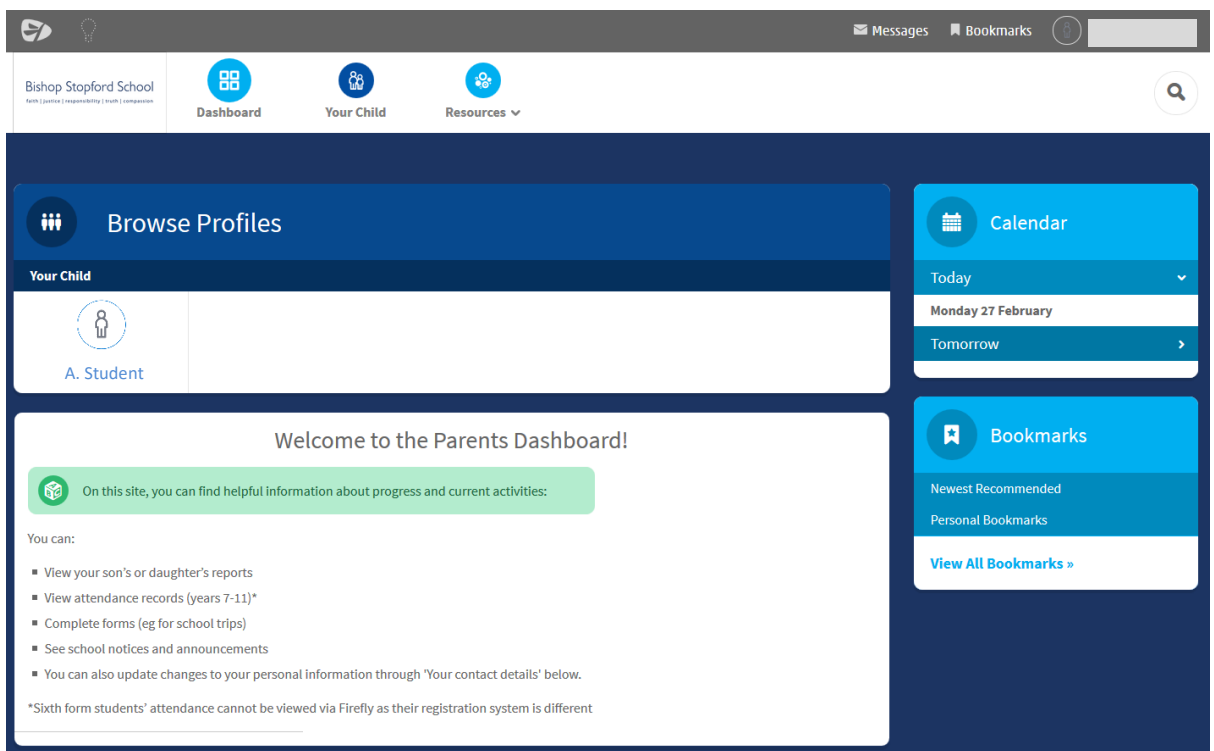
The image shows a password creation form with a red header bar. It features a yellow padlock icon and the title "Please enter a new password". The form includes a label "Your username is" with a redacted input field, a "Password" input field, and a "Confirm password" input field. Below the fields, it states "Your new password must be at least 8 characters long." and has an "Activate account" button.

8. Choose **Activate account**.



The screenshot shows a web form titled "Please enter a new password". It includes a yellow padlock icon, a "Your username is" field, a "Password" field with 10 black dots, and a "Confirm password" field with 10 white dots. Below the fields is the text "Your new password must be at least 8 characters long." At the bottom, a button labeled "Activate account" is circled in red. A red arrow points from the top of the form down to the button.

9. Your account is activated and you are now logged in to the Parent Portal.



The screenshot displays the Parent Portal dashboard for Bishop Stopford School. The header includes the school logo, navigation links for "Dashboard", "Your Child", and "Resources", and utility icons for "Messages" and "Bookmarks". The main content area features a "Browse Profiles" section with a "Your Child" sub-section showing a profile for "A. Student". A central "Welcome to the Parents Dashboard!" message lists available features: viewing reports, attendance records, completing forms, and seeing notices. A "Calendar" widget shows the current date as Monday 27 February. A "Bookmarks" widget lists "Newest Recommended" and "Personal Bookmarks" with a "View All Bookmarks" link.

10. Please make a note of your username and password as the school does not store your password.