

Parent Portal – Instructions for Existing Parent Portal Users

The College Parent Portal requires you to verify your identity with a username and password you have previously created. This document will run you through the process.

Note

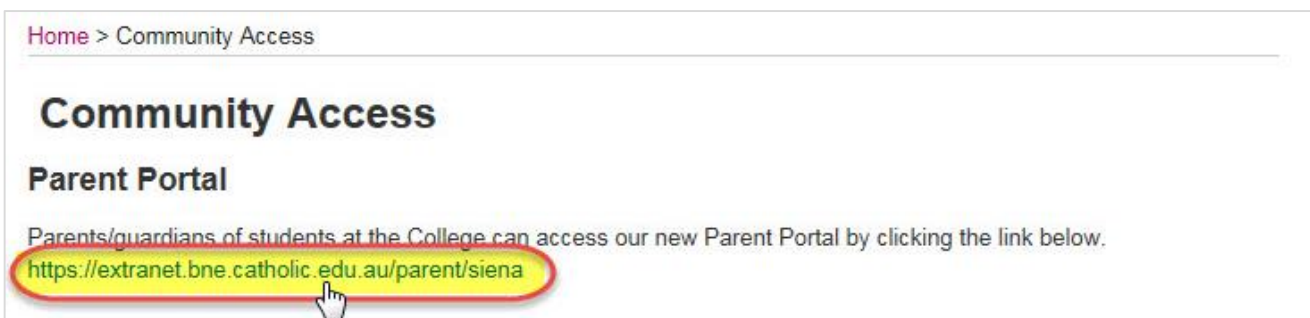
- If you have not yet logged onto a Brisbane Catholic Education Parent Portal, disregard the following steps and refer to the [Parent Portal – Instructions for First Time Users](#) document on the College website.

Steps to access the Parent Portal for existing users

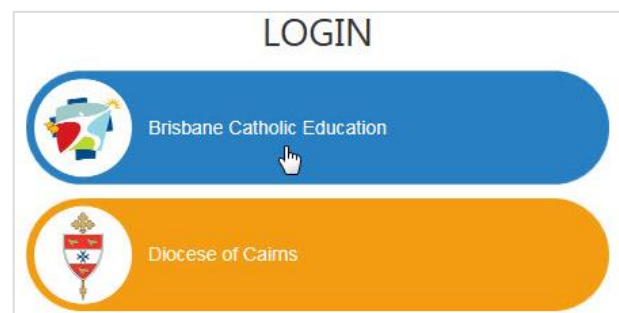
1. Navigate to the College website - www.siena.qld.edu.au.
2. Click on the **Community Access** tab on the menu bar.



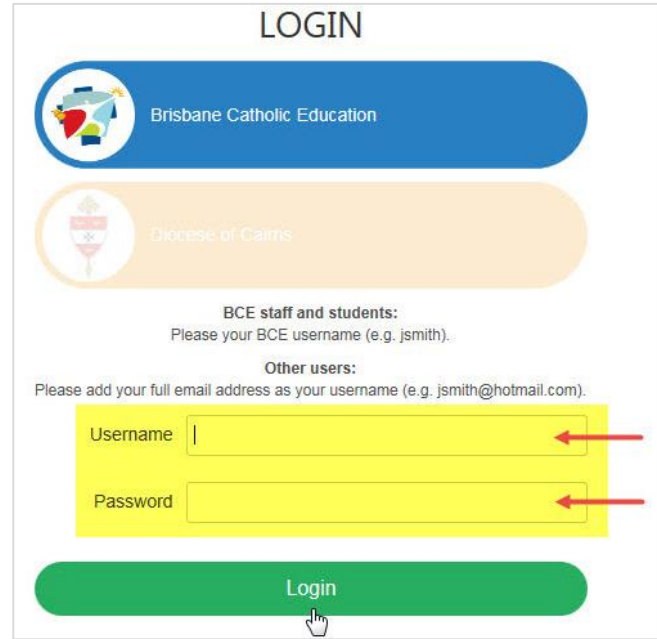
3. Click on the link under the Parent Portal heading - <https://extranet.bne.catholic.edu.au/parent/siena>.



4. In the **LOGIN** screen, click on the **Brisbane Catholic Education** option.



5. Enter the email address you have provided to the College in the **Username** field and password you have setup into the **Password** field and click on **Login**.



LOGIN

Brisbane Catholic Education

Diocese of Cairns

BCE staff and students:
Please your BCE username (e.g. jsmith).

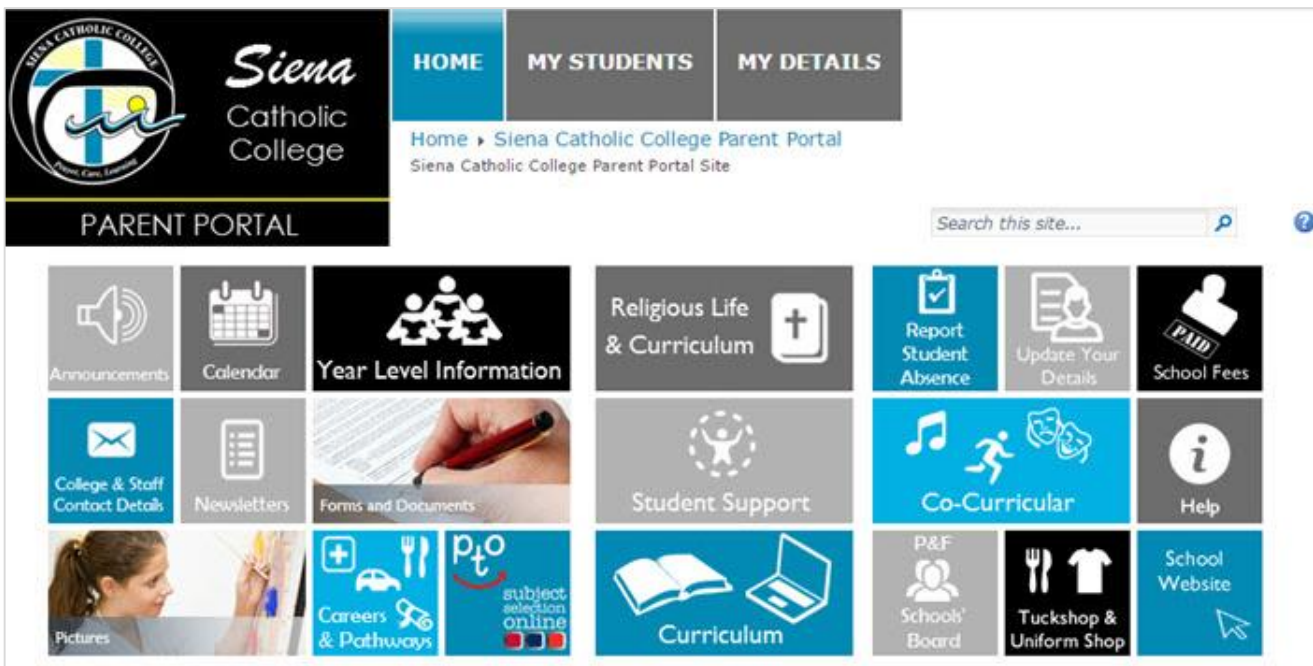
Other users:
Please add your full email address as your username (e.g. jsmith@hotmail.com).

Username

Password

Login

6. You will be directed to the **Siena Catholic College Parent Portal** homepage.



Siena Catholic College
PARENT PORTAL

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