



## BHASVIC Parent Advantage Quick Reference Guide

### 1. How to ... *view your young person's Progress Review*

#### 1. Introduction

This document provides brief notes explaining how to access your young person's most recent Progress Review through Parent Advantage.

#### 2. Pre-requisites

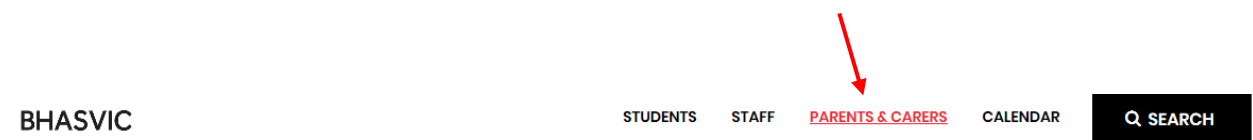
Before trying these instructions, please ensure that BHASVIC is aware of your correct email address and that you have received your Parent Advantage account details.

It is the responsibility of your young person to provide us with up-to-date and accurate contact information so please encourage them to come to us with a current working email address for you.

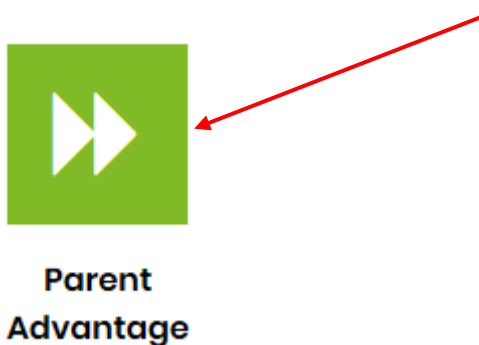
#### 3. Instructions

##### 3.1 Accessing Parent Advantage

From the BHASVIC website home page, select the "Parents and Carers" menu option at the top of the page.



Scroll down to see the icons on the Parent & Carer dashboard. Click the "Parent Advantage" icon.



This will display the Parent Advantage log in screen.

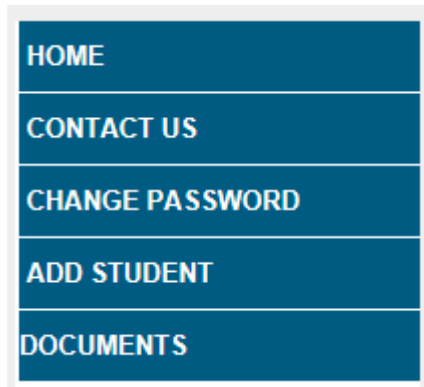
**1. How to ... view your young person's Progress Review**

Enter your email address and your password. Click "Login" to proceed to Parent Advantage

If you have **never** logged into Advantage, you will need to click "First Time User?" and provide the authentication code sent to you by the College.

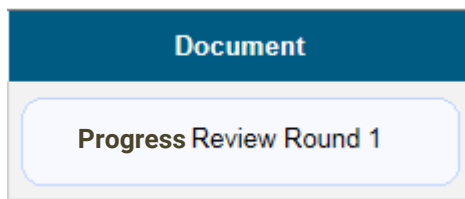
If it is your first time accessing the system, you will need to link your young person's account by going to Add Student and entering the authentication details that were emailed to you.

**3.2 Accessing the Progress Review Documents**



Click the "Documents" option in the left hand menu.

The main Progress Review document, which includes the student's reflection on each of their courses, their attendance and their teachers' assessment, is available as "Progress Review Round 1" or "Progress Review Round 2", as applicable.



**4. Further Information**

Information about Progress Reviews is available from the "[Progress Reviews](#)" page in the Parent and Carer section of BHASVIC's website. Here you can find out about Progress Reviews as well as the method and purpose of grades and assessments.

If you encounter any problems with these notes, or need more detailed advice, please contact the CIS team for further assistance by emailing [cis@bhasvic.ac.uk](mailto:cis@bhasvic.ac.uk)