



PARENT PORTAL

Auckland Grammar School runs a Parent Portal to provide parents with access to important information we hold about their sons. Parents are able to view their son's attendance, marks and reports along with contact details we hold for them. It is vital that parents ensure that their contact details are current. If any of the contact details are incorrect or out of date parents should contact l.nepia@ags.school.nz so these can be updated.

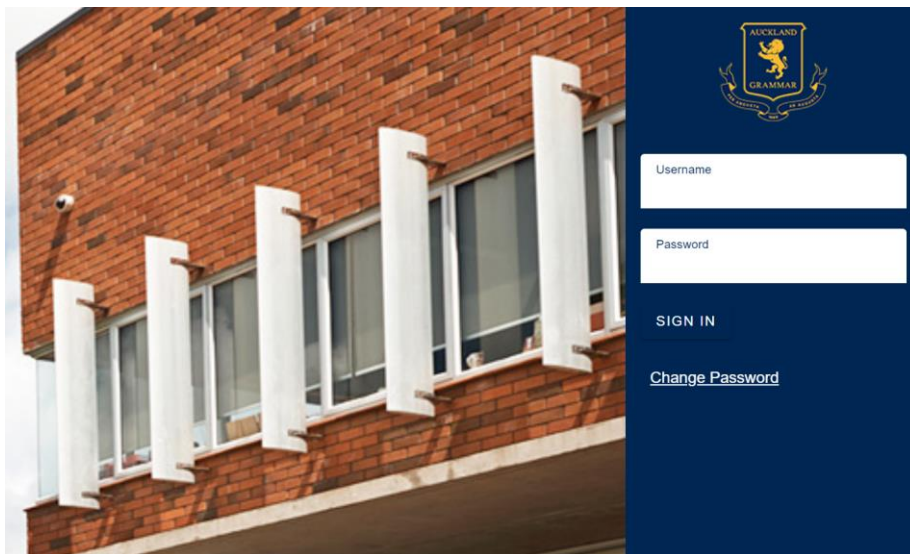
Parents can also access the Parent Portal to pay the School donation and School related fees with on-line banking or credit card. As their son gets involved with a range of School activities that have associated fees, the School will invoice parents electronically and again, parents are welcome to use the Portal to make any School related payments. Parents should feel free to contact the School's Finance Team with any questions you may have.

Importantly, the Parent Portal has a function that parents must use to notify the School of their son's absence.

To gain access to the Parent Portal or if parents have any questions or problems using the Portal please contact it.helpdesk@ags.school.nz.

Instructions for Parents:

You can access the AGS Parent Portal from the Web address <https://portal.ags.school.nz>. You will see this screen:



After your son has been enrolled at the School you will receive an email with the username and password and once you have logged on you will see the following screen:

Document Management <ul style="list-style-type: none">• Document Management - Manage the documents based on your security	Interviews <ul style="list-style-type: none">• Parent Teacher Interviews
Online Fee Payment <ul style="list-style-type: none">• Online Payments - Online Payment Details	Student Information <ul style="list-style-type: none">• Student Information• Absence Notification - Inform the school about absences for students. N.B: This is for Full Day Absences ONLY. For Lates and Exeats a physical note is required.



There are different areas that you will have access to, the main ones are:

Student Information

- [Student Information](#)
- [Absence Notification](#) - Inform the school about absences for students. N.B: This is for Full Day Absences ONLY. For Lates and Exeats a physical note is required.

Online Fee Payment

- [Online Payments](#) - Online Payment Details

Document Management

- [Document Management](#) - Manage the documents based on your security

Student Information

This area lets you view details about your son(s) and lets you access information such as previous School Reports and Payment Receipt's (found under Student Documents).

ABSENCES	
SUBJECTS	
TIMETABLE	
DOCUMENTS	
REPORTS	
CAREGIVER(S)	
ADDRESS(ES)	
EMERGENCY	
MEDICAL	
ETHNICITIES	

To access each area click on the title e.g. **Absences**



Student Fee Payments

This area allows you to pay for items such as the School donation, camps, etc.

GENERAL CREDITS	\$0.00
AMOUNTS	\$1,600.00

Select to pay all amounts \$1,600.00

Summary

	Current amounts	Selected to pay
Total Credits	0.00	0.00
Total Amounts	1,600.00	0.00
Net Amount	1,600.00	0.00

Amount to pay today 0.00

I/We accept terms and conditions.
[Click here to see terms and conditions](#)

Amounts

Individually select amounts OR Pay all listed amounts OR Make a partial payment of amount

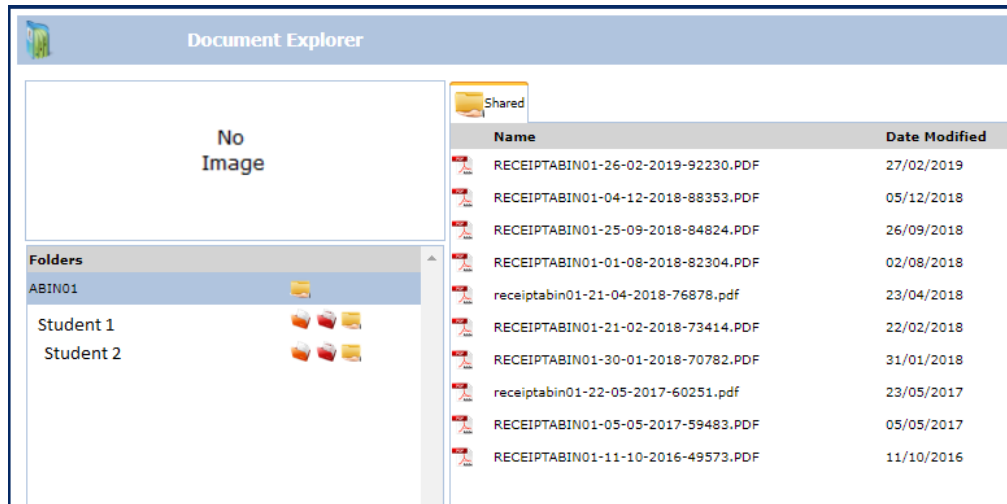
Description	Student	Year	Date	Amount	Amount to Pay
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- 1) You simply enter the amount you wish to pay
- 2) Click on the tick box (We Accept the Terms and Conditions)
- 3) Then follow all the prompts

Document Management

Document Management is where you can access material such as copies of the receipts for items you have paid for. Furthermore, this is where you can access your son's reports.

An example of the Document Manager is below:



If you click on Your Son's Name you will see documents related to that Son e.g. Reports
 If you click on Your Family Code you will see documents related your Family e.g. Receipts

All the files in the Document Manager at PDF files and can be opened and/or saved to your local PC.

AUCKLAND GRAMMAR'S ON-LINE SERVICES

Parent Portal http://portal.ags.school.nz/	GrammarNet schoolbox.grammar.net.nz	Website www.ags.school.nz
Term Reports	E-learning	School Schedule (Calendar)
Student Absence	Library Services	Staff Contacts
Student Donations/Payments	Past Examinations	Latest News and Messages
Student Information	School Schedule (Calendar)	Daily Services
Student Timetable		Sports Draws
Parent Teacher Interview Bookings		Sports Match Reports
Assessment Schedule		Department Contacts (e.g. Finance and Property)

Links to Auckland Grammar School's Online Services can be accessed at the bottom of the main School website www.ags.school.nz

[Parent Helpdesk](#)
[Parent Portal](#)
[Staff E-Mail](#) |
 [Student E-Mail](#) |
 [GrammarNet](#)