

Getting Started with Firefly – Guide for Parents

Pre-requisites

Make sure you are on the latest version of your web browser. Firefly works for any of the following browsers:

Internet Explorer Version 11 or later, Google Chrome, Safari, Firefox

Step 1.

Head to the academy's website (www.belvedereacademy.net) and navigate to the Firefly section at the top.

Click the Firefly logo on the page. This will take you to the academy's Firefly page.

<https://belvedere.fireflycloud.net>

(Alternatively you can just type in the above web address into your browser)

A screenshot of the Firefly login interface. At the top, it says "The Belvedere Academy". Below this, there are two main sections. The left section is titled "Login using your e-mail address or username" and includes a "Cloud Users" label, an input field for "E-mail address or username", an input field for "Password", a blue "Log in" button, and a link for "Forgotten your password?". Below the "Log in" button is a green box with the text "Logging in for the first time? Activate your account.". The right section is titled "Or log in with" and contains two options: "Site login (Firefly)" and "Office 365". The Firefly logo is visible in the bottom right corner of the interface.

Step 2.

Click the "Logging in for the first time? Activate your account."

Logging in for the first time? Activate your account.

Step 3

Enter your email address. If this matches with our records you will receive an email in your personal 'Inbox.' Sometimes this can be filtered into the 'Junk' folder.

If you do not receive the email, please do not hesitate to contact ourselves on fireflysupport@belvedereacademy.net

Check your mailbox!

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

Step 4.

If you receive the email mentioned in the previous step, click "Activate Account"

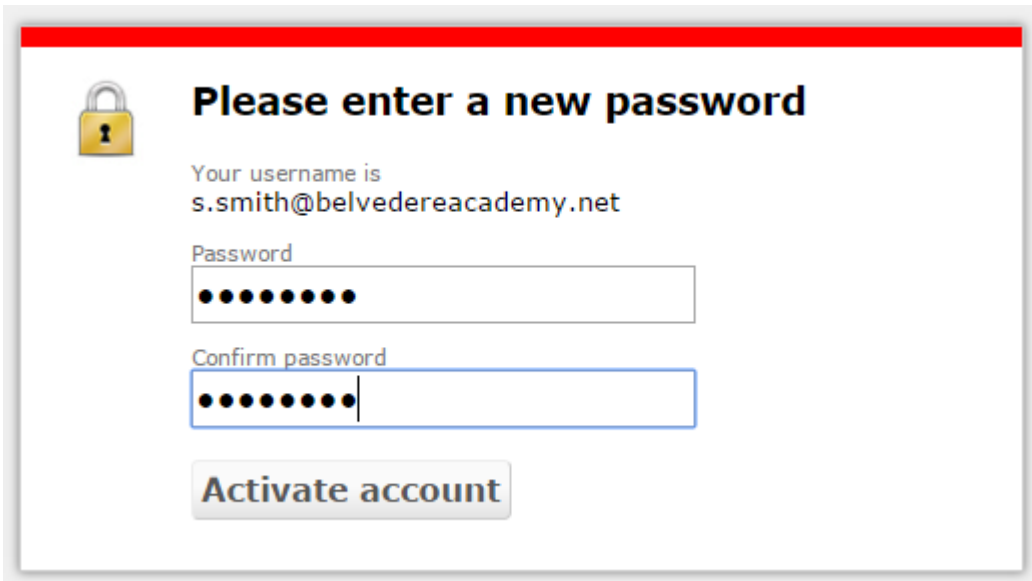
To access your new account and set a password, please use the link below:

[Activate account](#)

Step 5.

This will take you back to Belvedere's Firefly site and now you can set yourself a password.

Once the password has been set you can then access the Firefly 'Parent Portal.'



The screenshot shows a web page with a red header bar. On the left is a yellow padlock icon with a black keyhole. To its right is the heading "Please enter a new password" in bold black text. Below this, it says "Your username is s.smith@belvedereacademy.net". There are two input fields: "Password" and "Confirm password", both containing ten black dots. At the bottom is a button labeled "Activate account".