

Bermudian Springs School District



www.bermudian.org

7335 Carlisle Pike
York Springs, PA 17372-8807
717-528-4113 or 717-624-4231

Shane D. Hotchkiss, Ed.D., Superintendent

Shannon Myers, Ed.D., Assistant Superintendent

Dear Parent/Legal Guardian,

The Bermudian Springs School District's "Sapphire" Community Web Portal (CWP) allows parents to access their child's grades, attendance, discipline, teacher comments, report cards, transcripts, graduation progress and important files and documents.

Already have a Community Web Portal Account?

Parents with current accounts may continue to use their existing usernames, passwords and PIN numbers. Parents are encouraged to set up their own CWP account so they can access all of their students with one log-in and so they can update the contact and demographic information pertaining to their students. If you already have a Community Web Portal account, and you simply need to link a new child to that existing account, please contact the main office of your child's school at 717-528-4113 extension 2700 (HS), 3700 (MS), or 4700 (ES).

The Community Web Portal may be found at the web address below or from a quicklink found at the top of the BSSD district website.

Community Portal Link: <https://bermudiansprings-sapphire.k12system.com/CommunityWebPortal>
District Website: <https://www.bermudian.org/>

Do you need to set up your Community Web Portal for the first time?

Please click on this link that will provide you step by step instructions on how to set up your CWP for the first time: [Bermudian Springs School District Sapphire Community Web Portal Setup](#)

If, as a Parent or Guardian you have any questions or issues, please utilize our Sapphire Support email at sapphiresupport@bermudian.org. We assure you that your child's privacy is very important to us. Access to information is restricted by a secure login and password. Furthermore, the information that is posted to this site is merely an image of the real information data file, ensuring that no one can alter actual permanent records through this application. The information you will be viewing will be updated regularly so you will be able to view information on a near real-time basis.

Sincerely,

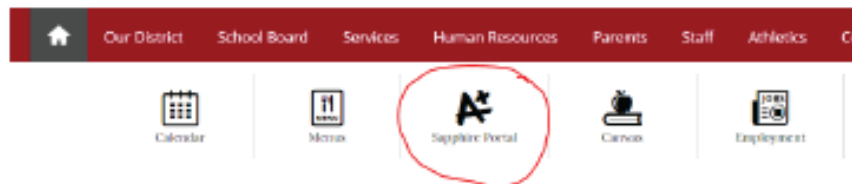
Shane Hotchkiss, Ed. D
Superintendent





Bermudian Springs School District Sapphire Community Web Portal Instructions

1. Go to Bermudian Springs School Website: www.bermudian.org and select **Sapphire Portal**, located on the home page.



2. You will be redirected to the Community Web Portal Welcome page, then select **Create a Sapphire Community Portal account**, located beneath the login area.

Bermudian Springs School District

You have been logged out!

Username

Password

Login

Forgot your password?
Create a Sapphire Community Portal account

3. You will then be redirected to the "Account Application for Bermudian Springs School District." Enter the keyword **Eagles** and click **Continue**.
4. You will then be redirected to the "Acceptable Use Policy." Click the **checkbox** and **Continue** at the bottom of the screen.
5. You will then be redirected to the Sapphire Community Web Portal Application. **Please complete all information with the most accurate and current information you have. We recommend that you write down the login information you created.**
6. Once the form is completed click **Continue**. **Once your application has been approved, you will receive an email informing you that your account is now active.**