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## WHG Agent/Parent Portal (My WHG)

WHG are proud to announce our new agent & parent portal. This guide will demonstrate how to access our portal and what information is available to agents and parents.

- 1) Visit our homepage [www.whg.eu.com](http://www.whg.eu.com) we have added a button in the top right-hand corner named 'My WHG' as shown in the image below. Please click here.



- 2) This will take you to the portal login page. You will need to enter your company main email address that is registered with us. Enter the email in the box shown in the image below and you will receive your password.

NB: If you are unsure which email is registered with us, please contact [will@whg.eu.com](mailto:will@whg.eu.com)

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**My WHG**

**Existing My WHG User**

Email

Password

[Login](#)

[Forgotten Password](#)

**New My WHG User**

Email

[Request My WHG Login](#)

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**Guardianship Services**  
 Established 1992  
 Family owned and operated  
 Nationwide coverage  
 Local support  
 24 hour emergency service: +44 3 458 686 688  
<https://whg.eu.com>

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 Website Design and Development by Rendili

AEGIS  
 Quality English  
 ENGLISHUK  
 International Education Forum

- 3) Once logged in, you will see a dropdown list of all your current students with us (see below). Please note that when parents login, they will only be able to see their son/daughter and access their information only.

**My WHG**

**Welcome to Your WHG**

Please select from the following options:

[Logout](#)

**Student Options**

[Select](#)

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- 4) Select which student you are interested in and select to see the following:

NB: To go back at any time, press 'Menu' in the top left corner of the portal.

## Expenses Statement

School

Reference	Date	Description	Amount
426636	22/07/2013	Funds received	2,717.00
428543	23/08/2013	Pocket money to school - Autumn term 2013	-240.00
432987	27/08/2013	Bedding/Towels package	-101.02
429234	03/09/2013	Transport for 86 miles, (Shared by 1 passenger)	-43.00
430588	03/09/2013	Taxi from Manchester airport (shared with 2 other students)	-38.00
427201	03/09/2013	Registration fee	-110.00
427202	03/09/2013	Guardianship fee 2013-14	-1,410.00
431658	03/09/2013	Stayed with Andrea <span></span> for 1.50 nights accommodation	-54.00
430597	04/09/2013	Taxi to school (shared with 3 other students)	-24.00
434444	28/10/2013	Stayed with Andrea <span></span> for 1.50 nights accommodation	-54.00
437825	28/10/2013	Taxi from Manchester airport to Carnforth	-102.00
438627	29/10/2013	Taxi from host family to school (shared with 9 other students)	-19.20
440293	27/12/2013	Funds Received	700.00
441307	06/01/2014	Spring Pocket Money to School	-240.00
449962	28/04/2014	Summer Pocket Money to School	-180.00
461198	28/08/2014	Funds Received	1,867.00
457827	01/09/2014	Guardianship Fee 2014-15	-1,470.00
461275	24/09/2014	Pocket Money to School Autumn Term	-240.00
468217	04/11/2014	Taxi From <span></span> School to Manchester	-114.00
468218	09/11/2014	Taxi From Manchester to <span></span> School	-114.00
472297	05/01/2015	Pocket Money to School	-200.00
480455	14/04/2015	Pocket Money for Summer Term	-180.00
480876	20/04/2015	Funds Received	800.00
489152	20/08/2015	Funds Received	385.00
489193	21/08/2015	Funds Received	1,100.00
490388	01/09/2015	Guardianship Fee 2015-16	-1,485.00
492122	08/09/2015	Pocket money to school	-260.00
525637	15/12/2015	Taxi from school to Heathrow airport	-138.00
525638	06/01/2016	Taxi from Heathrow airport to school	-157.20
526879	15/01/2016	Taxi from school to St Pancras Station and return	-283.20
525995	19/01/2016	Pocket money to school	-60.00
530614	11/02/2016	Taxi from school to Heathrow airport and return	-286.80
529261	23/02/2016	Funds received	1,694.00
530631	26/02/2016	Pocket money	-650.00
532378	04/04/2016	Summer Term Pocket Money to school	-750.00
Current Balance			£259.58
Top Up Required			£640.42

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## Student Travel Information

My WHG

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### Student Travel

Reference	Departure From	Destination	Date	Reason	Collected By	Phone
530987	Appleford School (by sports hall)	Heathrow Airport Terminal 5 (BA31)	24th Mar 2016 14:00:00	End of Term	Pauline Pickford	<span></span>
529236	<span></span>	<span></span>	13th Mar 2016 18:15:00	Return to School	Pauline Pickford	
529235			11th Mar 2016 16:15:00	Exeat Weekend	Pauline Pickford	
527082			21st Feb 2016 18:15:00	Return to School	Po	
527081			12th Feb 2016 16:15:00	Half Term	Polly Pickford Taxis	
526333			31st Jan 2016 18:15:00	Return to School	Pauline Pickford	
526332			29th Jan 2016 16:15:00	Exeat Weekend	Pauline Pickford	

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## Local Co-ordinator Contact Information

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Local Co-ordinator Contact Information			
[REDACTED]			
Name: Rebecca [REDACTED]			
Email Address: [REDACTED]@lc.whg.eu.com			
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## Student Reports from the Local Co-ordinator

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Student Reports			
[REDACTED]			
Reference	Date	Comments	
526211	22/01/2016	I met up with [REDACTED] and his housemaster [REDACTED] on Thursday 21st January after lessons and before clubs. [REDACTED] was in good spirits and was on his way to PE. As his parents only left the UK the day before, he is not feeling homesick and hopes that this will continue. Mr [REDACTED] tells me that he is settling well into the house and will soon learn the routines both during the day at school and out of school hours in the house environment. He likes his dormitory and is being helped by his roommates. He is happy with the food on offer, and tells me that there is enough to eat. Mr [REDACTED] has arranged for [REDACTED] to be able to have his phone in the mornings before lessons so that he can make contact with his parents if necessary. He is finding the pace of the day busy and has already found his way around from lesson to lesson. So far he is happy with his subject choices which include the core subjects, history, art and drama. Mr [REDACTED] has noticed that [REDACTED] is keen to work hard which is encouraging, and has no problems with homework. Mr [REDACTED] is his academic tutor and [REDACTED] understands that he can approach him with any concerns he might have with any lessons, as well as his housemaster who is always on hand to help. [REDACTED] hasn't yet decided on which after school clubs to join, but Mr [REDACTED] has noticed that he is an accomplished basketball player. He hasn't yet played rugby. The school are organising violin lessons but these have not yet started, although [REDACTED] is able to practise in the meantime. We talked about the upcoming exeat and the plans for this. [REDACTED] will be given pocket money and his medication before he leaves by taxi, and I left him with a checklist of what things he might need to take, along with my number in case he needed me. [REDACTED]'s English is very good, and I look forward to getting to know him over the next few years.	
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We hope that this will make working with WHG easier for yourselves and parents.

Best wishes,

The WHG Team