

How to register for the SEND Portal:

Go to the website-

www.newcastlesupportdirectory.org.uk/send-portal

Registration/Log on

Professionals



To register or log on to the SEND Portal, please follow this link:

[Professional Portal](#)

Click on the link below for a step-by-step guide on how to register or log on:

[Step-by-step guide for Registration](#)

Click on the first link on the page.

If you **DO NOT** have a 'Professional Portal' account already, click 'register'

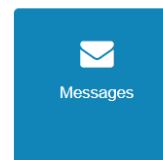
If you **DO** have a 'Professional Portal' account, then login here.

To register- Fill in the details in each section above and click 'SUBMIT registration' and an email will be received.

SEND Portal Registration Guide for Professionals

Two step verification

Click on the first link



Click to enable

Two Step Verification Area

This area requires two step verification to be enabled before you can access it.

[Enable Two Step Verification now](#)

Two step verification

Two Step Verification is our way to make your data more secure.

If you enable two step verification, we will send you a verification code every time you sign in. This helps us keep your data safe.

Some areas require two step verification to be enabled before you can use them. We will tell you when you try to access if you do not already have two step verification enabled.

Changing your preference will sign you out, and you will need to sign in again.

Preferred method

No two step verification
Email
No two step verification

Change to email and save

Save

Log in again and enter verification code that is sent to the email.

Verification code sent

Your verification code has been sent
Provide your verification code to continue

Your verification code *

Verify

Don't have an account? Please [register an account](#)

Required fields are marked with a red asterisk *

Email address *

Password *

Show

Forgot your password?

Sign in

If you are already linked to the child/young person's portal account then their name will appear, if not add a person.

+ Add Person

Click 'Add Person' and enter details requested. Click 'Add child' at the bottom of the page.

Click on the name of the child/young person you are submitting information for. You will then see their SEND Portal page.