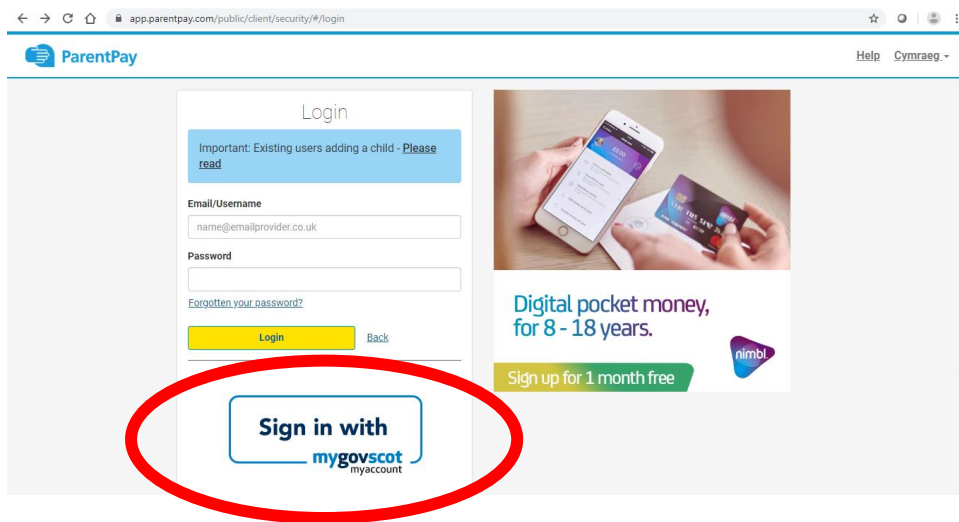


How to access ParentPay using mygovscot myaccount for the first time

ParentPay Online Payments system is accessed through mygovscot myaccount

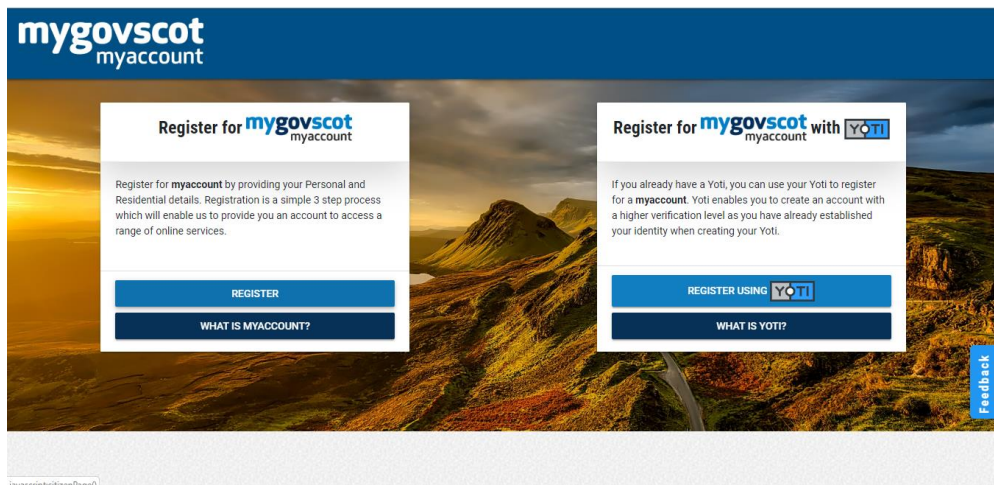
Go to <https://www.parentpay.com/public/client/security/#/login>

This will take you to the following screen within ParentPay. Please click on “Sign in with mygovscot myaccount”

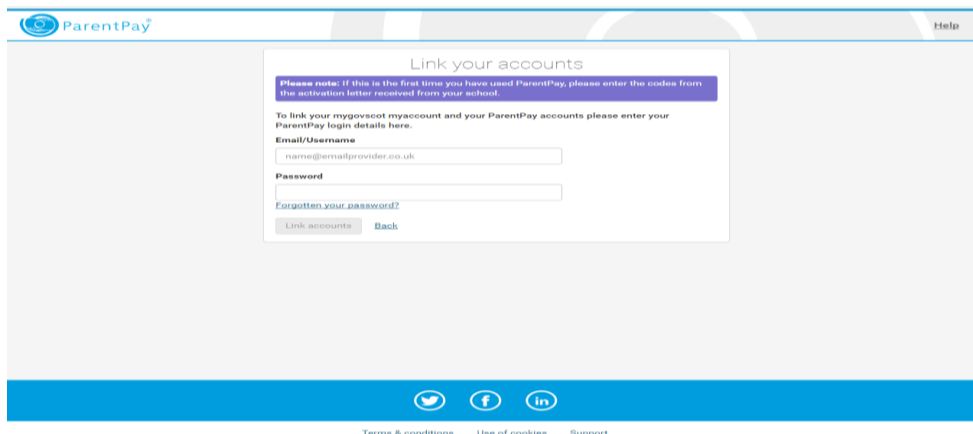


Process for parents who DO NOT have a mygovscot myaccount:

If you do not have an existing mygovscot myaccount, please click “REGISTER” and follow the instructions to create your account.



Once you have registered for a mygovscot myaccount, you'll need to activate the myaccount by following the instructions on the e-mail you will receive. You will then need to accept the mygovscot myaccount terms and conditions, and then you'll be taken to the ParentPay page:

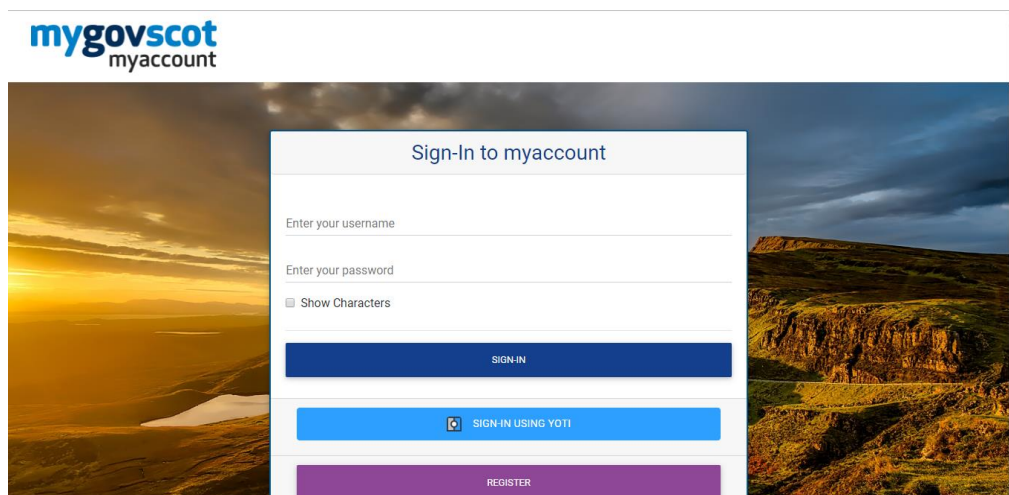


On this page, refer to the letter the school sent you, and use the Activation Username and Activation Password, and then click on “Link accounts.” You will only need to do this once for each child. Once your ParentPay details are linked to your mygovscot myaccount, you’ll then only need to use your mygovscot myaccount details to sign in again in future.

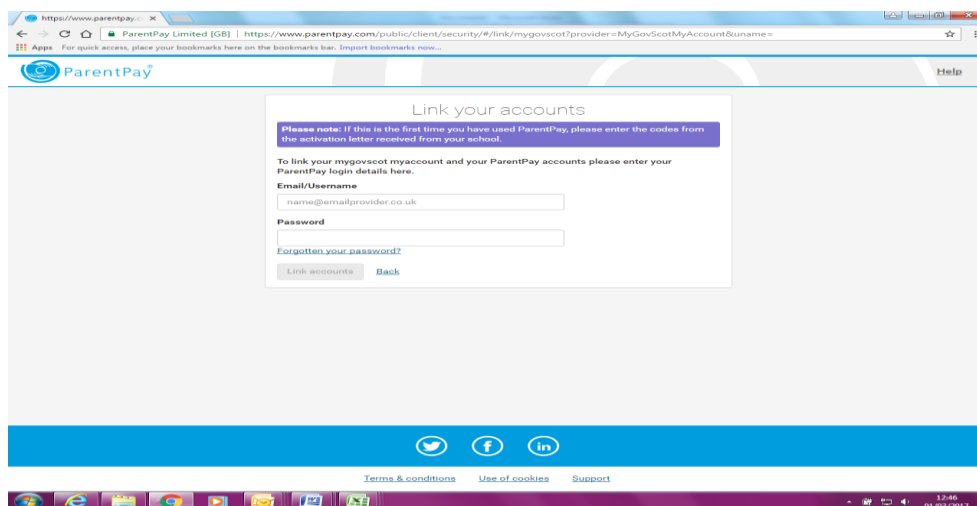
Once you have activated your account, you will be able to make online payments straight away.

Process for parents who already have a mygovscot myaccount:

If you have an existing mygovscot myaccount, enter your user name and password and click on “SIGN IN” as shown on the screen below.



After you have signed in using your mygovscot myaccount, you will need to use the Activation Username and Activation Password, in the letter provided by the school. Enter those details on this page, and click on “Link accounts.” You will only need to do this once for each child. Once your ParentPay details are linked to your mygovscot myaccount, you’ll then only need to use your mygovscot myaccount details to sign in again in future.



Once you have activated your account, you will be able to make online payments straight away.

If you encounter any issues please contact the School Office or refer to <https://www.parentpay.com/parents/using-parentpay/help-and-support>