

# Parents Portal

An Overview - Lyndsey Lamont

“A digital replacement for the school bag run”

# What is ParentsPortal ?

- One single place to access other school apps / information
- Sign in once access all
- No longer have to remember other usernames and passwords
- Services can be accessed from an app
  - Timetable
  - Attendance/Absence Reporting
  - Payments
  - Council / School Calendar

How do parents sign up?

If no myaccount - Go To [parentsportal.scot](https://parentsportal.scot.nhs.uk) >  
Create an account

[parentsportal.scot](https://parentsportal.scot)

Beta

[FAQs](#)

[Accessibility / Translate](#)

[Sign in](#)

# Connecting you to your child's school

Access school services and information online.



Sign in

[mygovscot](#)  
myaccount

Don't have an account?

[Create an account](#)

Download our mobile app.



# myaccount Integration

**mygovscot**  
myaccount

HOME REGISTER SERVICES NEWS BETA [SIGN-IN](#)

## Register for **mygovscot** myaccount

Register for **myaccount** by providing your Personal and Residential details. Registration is a simple process which will enable us to provide you an account to access a range of online services.

[REGISTER](#)

[REGISTER USING \*\*YOTI\*\*](#)

[WHAT IS MYACCOUNT?](#) [WHAT IS YOTI?](#)

# Sign in to parentsportal.scot

parentsportal.scot

Beta FAQs

Accessibility / Translate

Sign in

## Connecting you to your child's school

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mygovscot  
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11:35



## Welcome to parentsportal

Connecting you to your child's school.

Sign in

mygovscot  
myaccount

Create an account 

Link Child

# 3 Step Process

## Add Child

### Step 1 - Child Details

You will be asked to provide details relating to your child, the school your child attends and your relationship with the child.

These details will be verified against the data held in school about you and your child.

### Step 2 - Security Code

Once the details are found and matched, you will be sent a Security Code to either your Mobile Number or Email Address registered in the school's system.

The security code is to provide additional security before your child's record is linked for access.

### Acknowledgement

Your request will be sent to your child's school for approval.

You will receive an email to confirm adding your child has been successful.

[Back](#)[Start](#)



# Link Child

parentsportal.scot

Home Help

## Home

### Welcome

Hello, Patricia McKeating

## Welcome to parentsportal.scot

With parentsportal.scot its now even easier to access services and information for your child's school at anytime.

**To get started, add your child to your account using the button below!**

[Add Child](#)

# If details Do Not Match

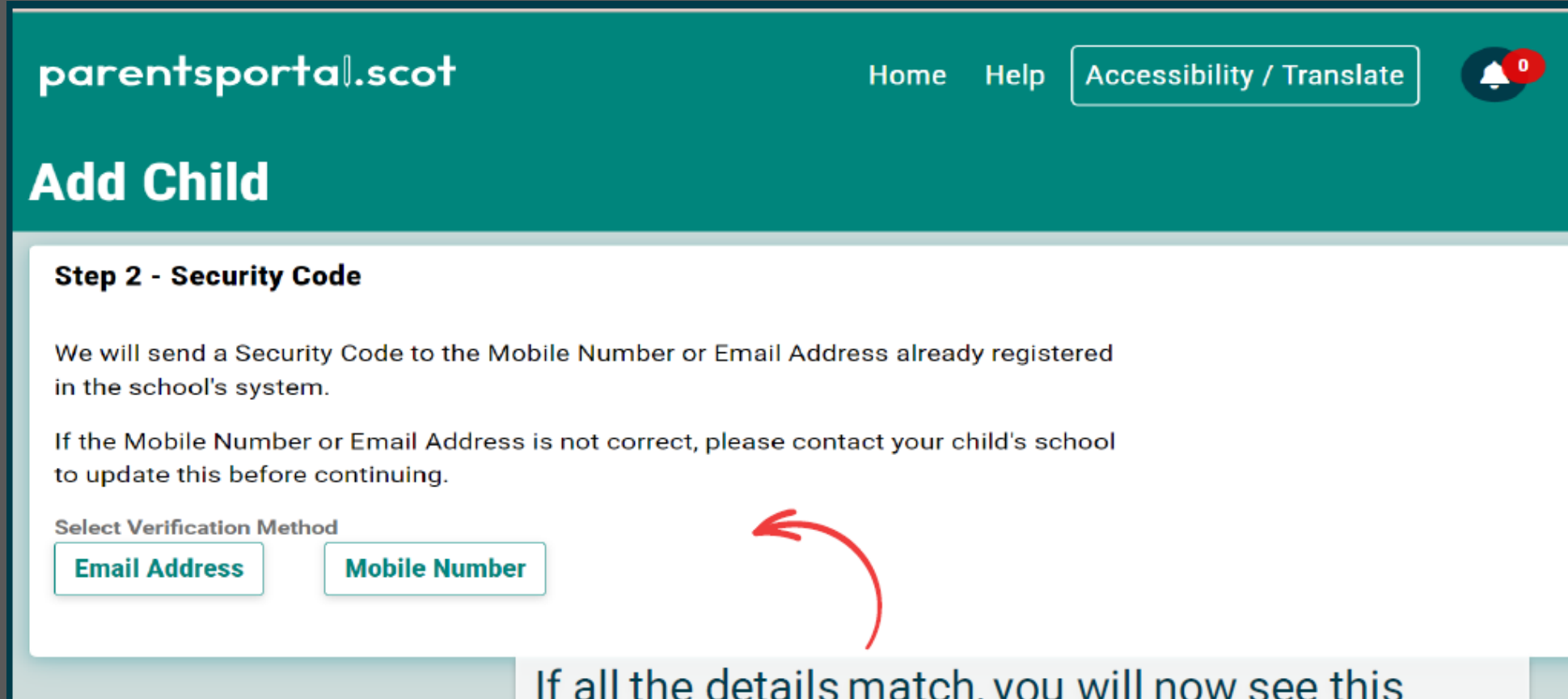
## Add Child

### Step 2 - Security Code

Unfortunately, the details you provided did not match the data held in our records.  
Please check again that the details you entered were correct, if they were, please contact your child's school to make sure the details held in the school system are correct to enable a secure link to be made.

[Start again](#)

# If details are Correct



parentsportal.scot

Home Help Accessibility / Translate

## Add Child

### Step 2 - Security Code

We will send a Security Code to the Mobile Number or Email Address already registered in the school's system.

If the Mobile Number or Email Address is not correct, please contact your child's school to update this before continuing.

Select Verification Method

Email Address  Mobile Number

If all the details match, you will now see this page. Select whether you would like to receive the security code by email or mobile...


# parentsportal.scot

Dear Homer,

LINK CHILD

Your Security Code is: 440235

Copy the code within the  
email/text



If you are not the intended recipient of this email, please go to <https://trng.parentsportal.scot/pportal/>, and you can contact the support team via an online form.

Thank you,  
parentsportal.scot Team



## Add Child

### Acknowledgement

Your request for linking child is submitted and pending for approval.

Once it is approved, you will get an confirmation email.

[Go to home](#)



The link request has now been successfully submitted and is pending for approval.

# Linked Child now Linked (Green)

## Home

**Your services**

Annual Data Check ☆	Apply for Education Maintenance Allowance ☆	Apply for Free School Meals and Clothing Grants ☆
Attendance ☆	Children's rights ☆	Class Timetable ☆
Instrumental Music Service ☆	Kids Clubs and Wraparound Care Services ☆	MyPKC Home ☆
Notice Board ☆	Parent Club ☆	Parent Zone ☆
ParentPay ☆	Parents' Night for Primary School ☆	Permission Slips ☆

## Your children

**HC** **Hermione Clemons** P1

**Luncarty Primary School**

School Calendar

luncarty@pkc.gov.uk

01738 474185

<https://blogs.glowscotland.org.u/pk/luncartyprimary>

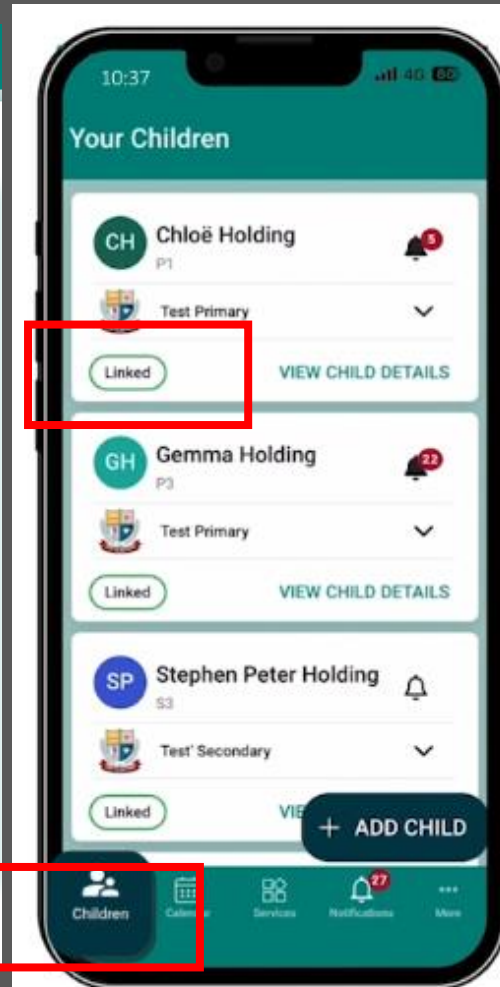
LuncartyP

MARSHALL COTTAGE  
LUNCARTY  
PERTH  
PH1 3EX

Perth & Kinross Council

Linked [VIEW CHILD DETAILS](#)

**+ ADD CHILD**



# Parents Receive an Email

The parents will receive an email that looks like this...

parentsportal.scot

Hello,

ANNUAL DATA CHECK

Your child's school has now published the Annual Data Check on parentsportal.scot. So that the school has the correct details relating to your child, please log in and complete the Annual Data Check within the next 7 days.

Please click parentsportal.scot to start the Annual Data Check process.

The school needs you to check all the information provided, and update anything as required. If you do not need to update anything, all you have to do is check the data in each section, and click on "Submit Annual Data Check."

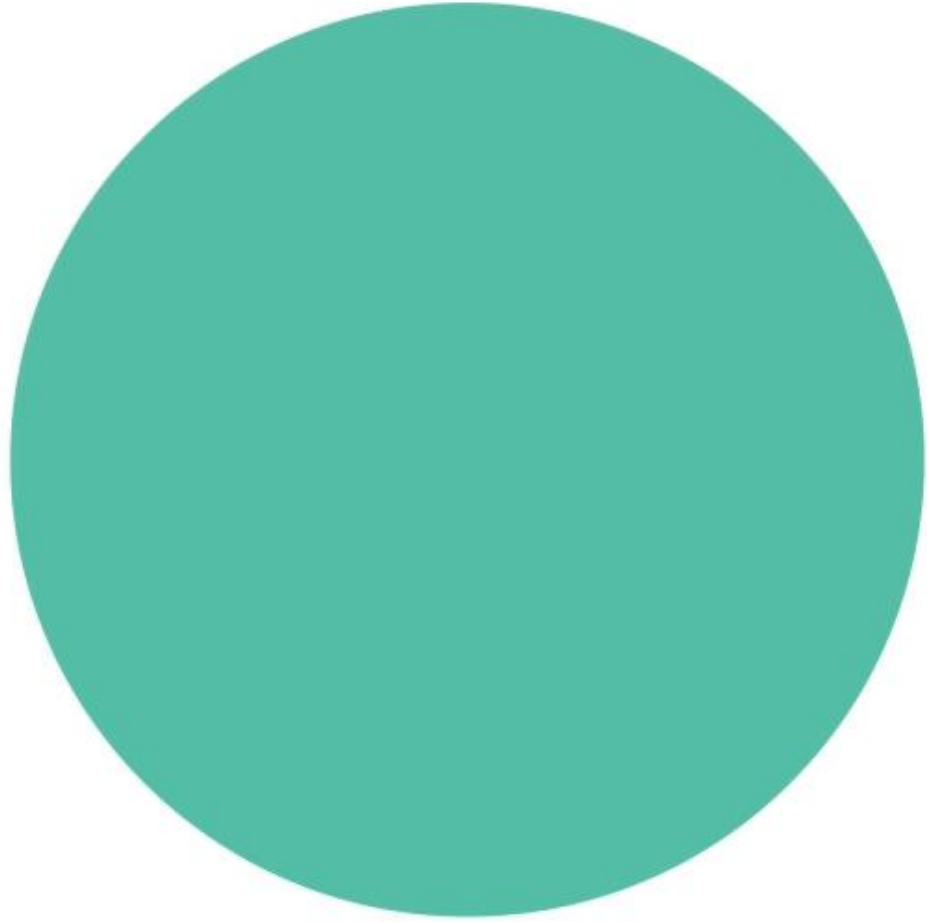
You will receive email notifications to confirm when the school has approved or rejected any updates you have made.

Please complete the Annual Data Check within the next 7 days.

Thank you,  
parentsportal.scot Team

They can also complete the ADC using the mobile app. So we'll show you how...





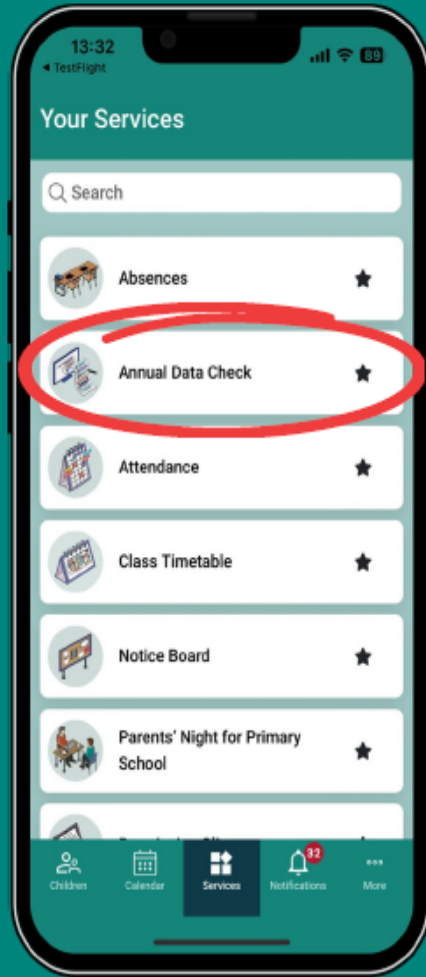
[parentsportal.scot](https://parentsportal.scot)

**has now gone mobile  
with the launch of the  
new app for Android  
and Apple devices.**

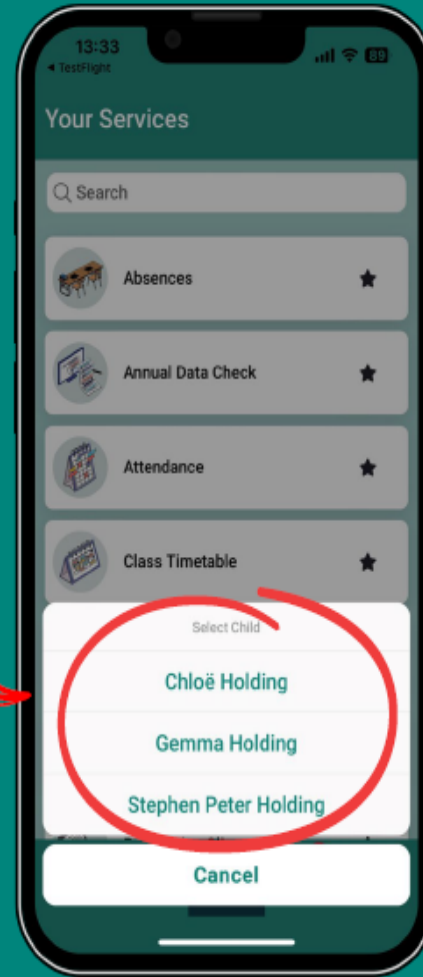


# Click on the Button to Access Service

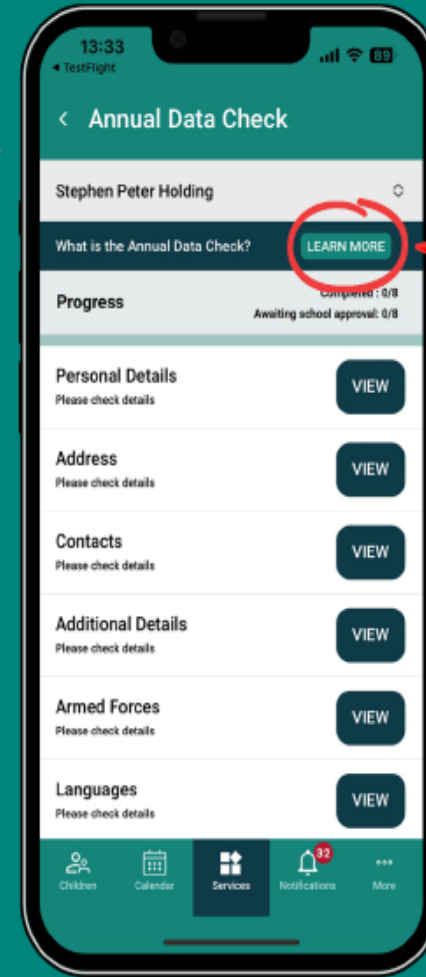
Tap  
Annual  
Data  
Check



If they have  
multiple  
children  
they need to  
Select a  
child



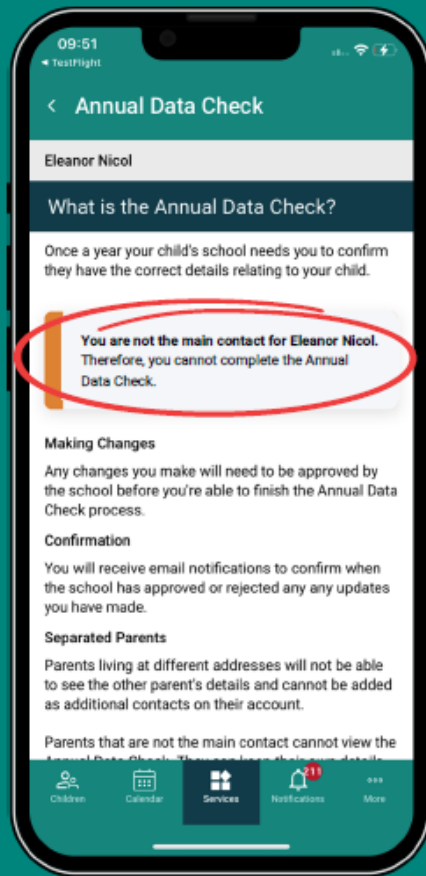
Only the  
Main  
Contact  
will see  
this screen



They can  
find out  
more about  
the ADC  
by tapping  
Learn More

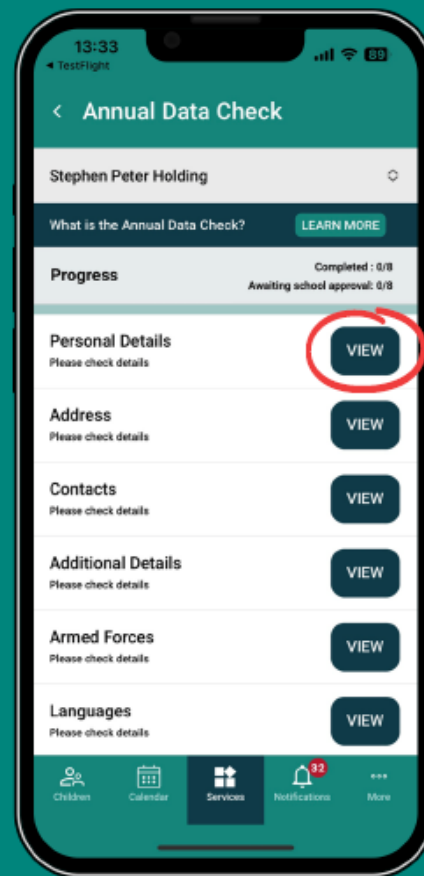
# Check details and Edit if Required

If the parent is **not** a **Main Contact** they will see this screen

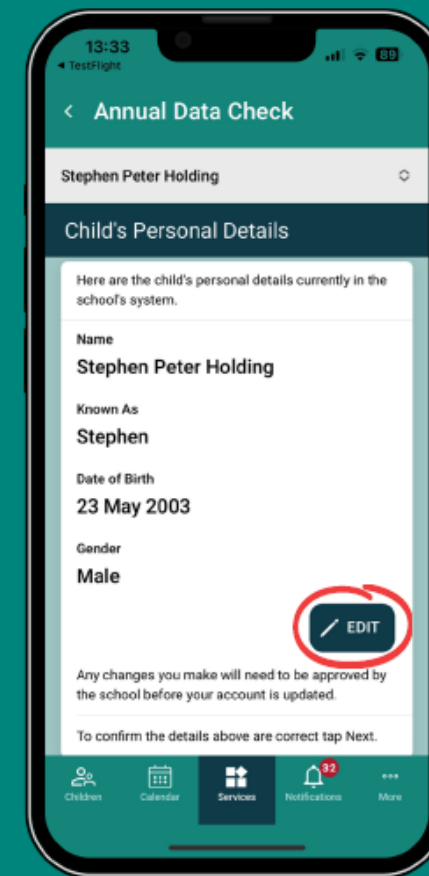


They cannot go any further.

The **Main Contact** can continue by tapping **View** on any section.

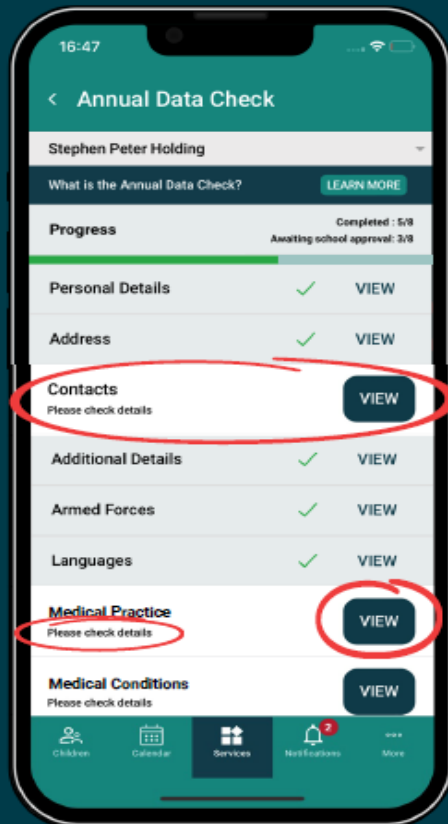


The parent can check the details currently in the school's system.



If anything isn't right they can tap **Edit** and update the details.

# Complete Annual Data Check

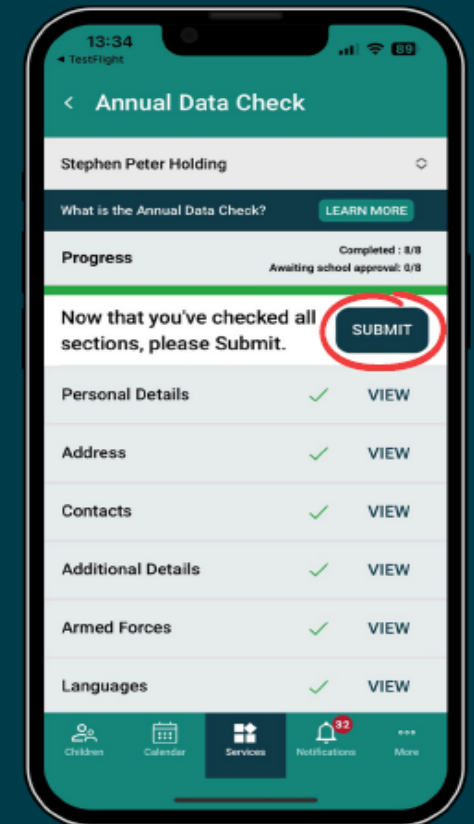


If the final/only change is **rejected** by the school, that section will be **returned to the parent** and show as **“Please check details”**.

The parent will have to click **View** and **submit new changes** for approval or **submit the section without any changes**.

If **each section is checked and completed without any changes** the parent must hit the final **Submit** button.

If **all changes are approved** by the school the **ADC is submitted automatically** and is now **Complete**. It will also submit automatically if the final change was approved by the school, even if you’ve rejected one update.



Questions