

How to activate your account

Before you can activate a ParentPay account, you will need the activation letter which is provided by your child's school. If you don't have this, please contact the school directly to request a copy.

1. Go to www.parentpay.com

Login	
Important: Existing users adding a child - <u>Please</u> read	Stocking filler? Sorted.
Email/Usemane	Give your chickyen
name@emalprovider.co.uk	a lifetime and teach them about many.
Password	the Dristmes
Esrgotten your password?	
Login Back	
	Get 20% off plus 2 month free and free Christmas delivery

2. Type in the username and password provided in the activation letter from school, be sure not to confuse the letter I (for lima) with the number one (1) and the number 0 (zero) with the letter o (for oscar).

NB The user details are case sensitive and for one-time use only. They will become invalid after account activation

	Link person to your account	
The following name has b	en associated with the details entered:	
Christopher Birch		
Name not recognised?		
Enter the date of birth of th	e person named above to verify this account.	
DD v MMM	~ YYYY ~	
Confirm	Cancel	

3. Confirm the details are correct and enter the date of birth for your child and click Confirm

de ace mande	tory unless otherwise stated	
59 619 11191 OF		
	Personal details	
	Title	
	Please choose a title v	
	First name:	
	Last name:	
	Email address	
	Usemame email:	
	Confirm usemane email:	
	Over the operation of t	
	Password	
	Password	
	Password	
	Passwords must contain between 6 and 20 characters, at least one letter and one number and are case sensitive	
	Confirm password:	
	I confirm that I have read, understood and agree with the ParentPay terms and conditions and anisozy notice	
	Activate account	
	(1) What was need this information	



4. Follow the on-screen instructions to successfully activate the account. You will need to enter in their name, an email address and select a password for the account (your email address will become your username)

Read the ParentPay terms and conditions and click in the box to accept at the bottom of the page then click Activate account.

5. A verification email will be sent to the user. They will need to click on the link within the email to complete the process and access their account.