

Dear Parent/Carer

As you know we are always keen to improve how we communicate and engage with you during your child's time at school. Part of that is to use digital systems to facilitate exchanges about your child with you and more generally about the school.

We have been working for some time with national partners to provide parents/carers with access to a range of digital services and are taking this forward through more involvement with Parentsportal.

The portal is designed to replace the 'schoolbag run' and also reduce paper transactions, which at the moment create challenges over distributing and returning to schools. The portal gives parents online access to a range of school-related services. At the heart of the system is a secure online account through mygov.scot which is referred to as a 'My Account'.

The East Renfrewshire Council Website contains more information, together with video clips, on Parentsportal and can be accessed via the following link <https://www.eastrenfrewshire.gov.uk/parentsportal>

Step 1

Create myaccount at Parentsportal.scot  
Register with your email and follow instructions on screen.



Step 2

Activate your account by clicking on the link sent to your email



Step 3

Sign in to Parentsportal.scot. Accept terms and conditions and proceed.  
Link child by clicking button



Step 4

When you have linked your child(ren) the school will be required to verify your account.

The annual data checks and form filling will be processed via the portal over the coming months and we plan in the future you will be able to access your child's school report.

**So we would encourage all parents/carers who have not yet signed up to do so over the coming weeks.**

Once registered, you can use the portal to notify the school of any changes to personal information, also access the ParentPay system and details of school events.

If you have any difficulty in linking your child to your account, please contact the school office by telephone (0141 570 7440) or email ([schoolmail@thornliebank.e-renfrew.sch.uk](mailto:schoolmail@thornliebank.e-renfrew.sch.uk)).

Kind regards

Jenni Miller  
Head Teacher