Link Child Process
for Parents
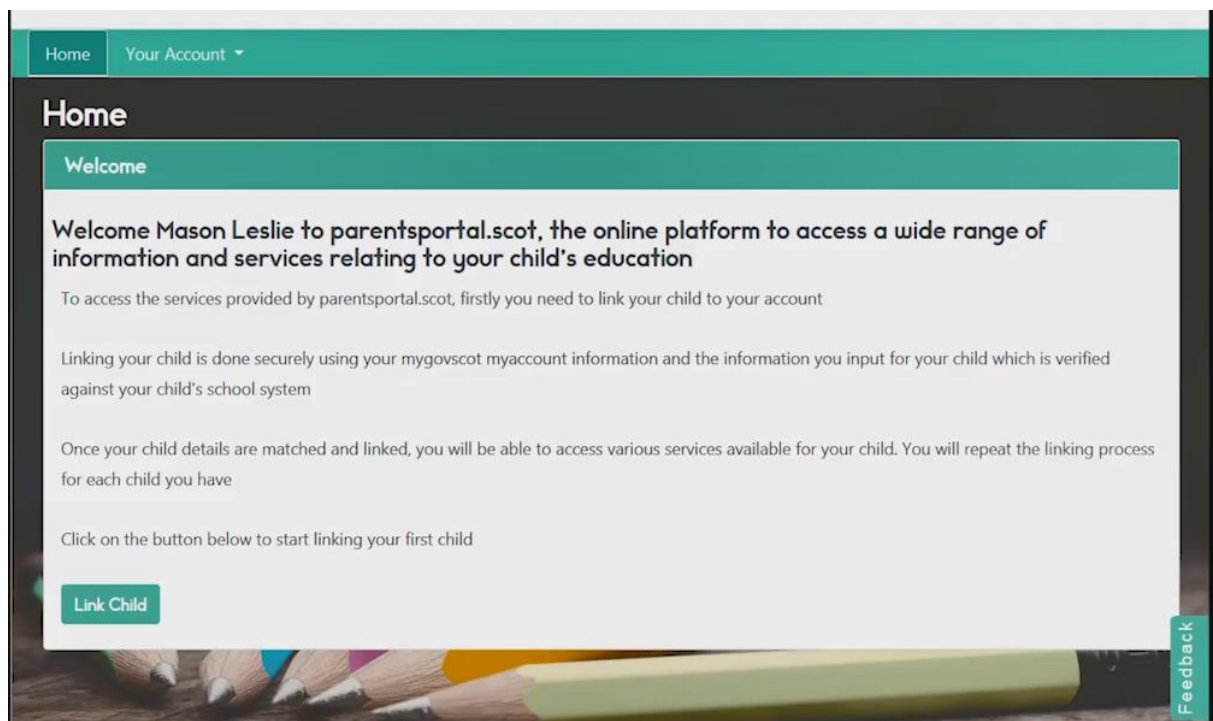
Renfrewshire Council

parentsportal.scot

Step 1. Navigate to http://www.parentsportal.scot and Select "Register if you have yet to register for MyAccount.(Please refer to MyAccount Registration guide) Select "Sign on" once you have set up your MyAccount:
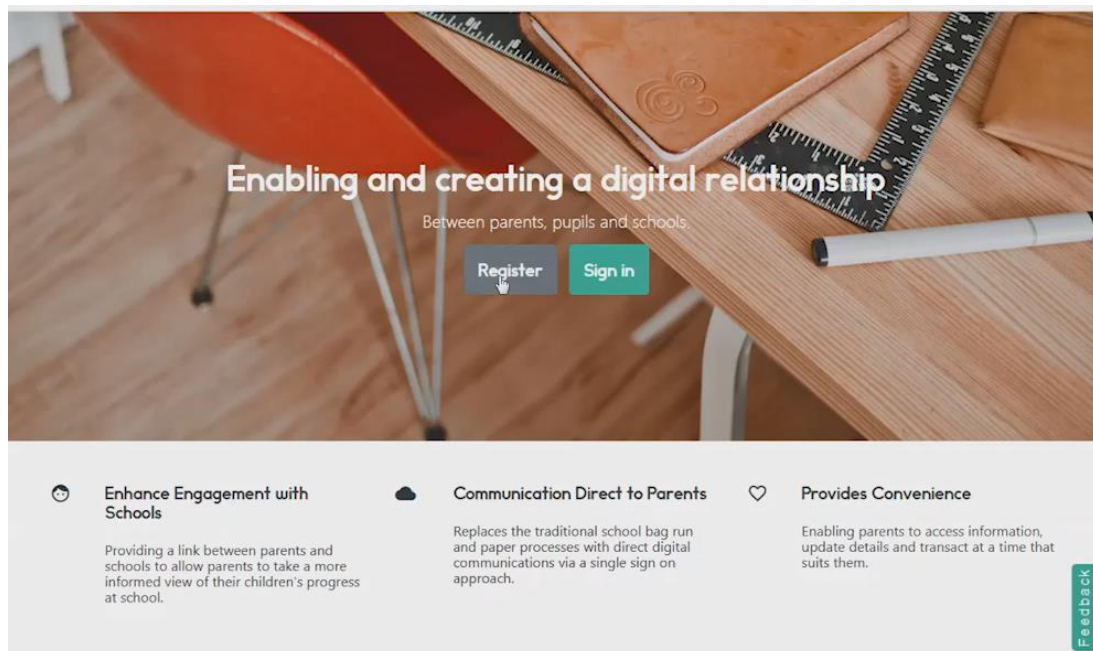
Step 2. You will need to link your child with ParentsPortal. In order to use online services available to the school:

Step 3. Complete the child details section and enter your child's school details and select next:

Please note* Your child's name and address must match the records that your child's school holds or you may encounter link child errors after registration.

Step 4. Select the verification method where you will receive a verification code **to the** email address or mobile phone **HELD BY THE SCHOOL:**

Step 5. After entering the security code, select "next":

Confirmation will be sent via email from the school to notify you when the Link Child Process is complete (This can take a few days to process).

You can then sign into ParentsPortal in the meantime to access services, though the child link status will show as "pending" until the link has been accepted:

If you wish to link more children to your account, you can start the process again by selecting **"Click here"** as shown above.