

Cross-school login

In addition to a new look and feel one of the key features we've introduced is "cross-school login" enabling parents with children at different schools to add up to six children to their account regardless of which school their children attend (providing those schools subscribe to ParentPay).

Activating and managing cross-school accounts

Existing parent user

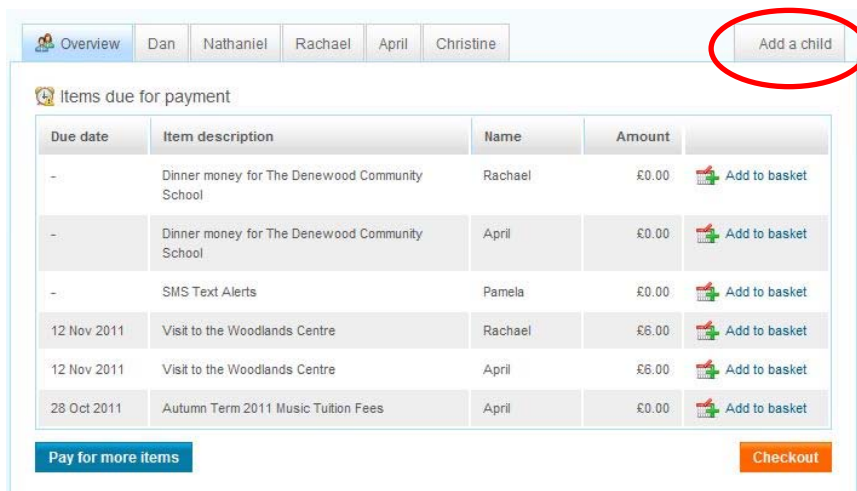
IMPORTANT: you must log out of all your ParentPay accounts before you start.

Choose one account to 'add' the rest of your accounts to; the username and password for this account will become the 'only' set of account login details you use.

- Go to www.parentpay.com
- Login to the account you wish to have as your future login for all children/schools



Click on **Add a child** on your home page



- **Enter the username and password** for your other child
- Click **Search**

The school, pupil name, year group and class will show on screen.

Adding from account: r2etqluz (paris Foster)

School	Pupil	Year	Reg. group
Sunnyside School	Nathaniel Norman	1	1DC

Add child to your account

Cancel

After you confirm the add, these pupils will be transferred to the account you are logged into and the old account will be disabled.

Click **Add child to your account** to confirm this is the child you wish to add to your account. You can repeat the above process to add more children to your account.

You will then be directed back to your home page which will have changed slightly, you'll now see the logos of all schools your child/children attend.