

ParentPay

For Parents:

1. **Open ParentPay:** Go to parentpay.com in your web browser.
2. **Click “Login”:** At the top right corner of the page, click the "Login" button.
3. **Enter Your Credentials:**
 - Enter your **Username** and **Password** in the login fields.
 - If you are logging in for the first time, you will need the **Activation Codes** provided by your child’s school. Click on “Activate” and follow the prompts to set up your account with these codes.
4. **Reset Your Password (If needed):**
 - If you’ve forgotten your password, click on the “Forgotten your password?” link.
 - Enter the email address associated with your ParentPay account, and follow the instructions sent to your email to reset your password.
5. **Access the Dashboard:** After logging in, you’ll be able to view your child’s account, make payments, and see transaction history for school meals, trips, and other activities.

For Students:

ParentPay accounts are typically managed by parents, so students do not usually have their own login credentials. However, if we have provided you with login information:

1. **Open ParentPay:** Go to parentpay.com.
2. **Click “Login”:** Locate the "Login" button in the top right corner.
3. **Enter Your Credentials:** Use the **Username** and **Password** provided by your school or parent.
4. **Reset Password (If needed):**
 - If you don’t remember your password, you will need to ask your parent or guardian to reset it, as they control the main account.
5. **View Account Details:** Once logged in, you can see any allowances or details that your school has set up for you (if applicable).

If you experience issues with logging in, please contact the school at:

01952 386100
enquiries@holytrinity.academy