West Lothian Council

Welcome to P1: Essential Online Tools

As your child prepares to join us in August, we want to introduce you to two essential digital tools we use at Parkhead Primary: **Parent Portal** and **iPayimpact**. Both are conveniently accessible via your mygov.scot (Myaccount), which is the system you used to register your child for school.

Parent Portal

This portal links directly to SEEMIS, which is the system schools use for data records and attendance.

- **Availability:** You will be able to link to your child on this portal once they officially start with us in August. **Please do not attempt to link before the first day of the new term**, as the system will just reject your link attempt.
- **Important Tip:** To ensure a secure link, the name, email, mobile number, and address on your *myaccount* must exactly match the details held in the school system (SEEMIS).
- **Data Accuracy:** We use this to ensure we hold the correct core data, including medical details. Parents can access and update this information themselves at any time.
- **Permissions (EE2s):** This portal is used to complete electronic EE2 forms, which are required if your child is attending an event outside of school grounds.
- **Future Use:** While we use it for data and permissions now, once your child reaches High School, their timetable and exam results will also be accessible through this system. In short, it is vital that you register to use this system.

iPayimpact

iPayimpact is our secure online payment system for school milk, trips, parties, and more.

- **Cashless Policy:** We operate a cashless policy and do not accept cash unless there are specific circumstances which mean you do not have access to a bank account.
- **Pre-ordering Meals:** It is vital that all families (including those receiving free school meals) use this to pre-order lunches at home. This prevents children from having to use learning time in class to complete this task.
- **School Milk:** This is where you will be billed for your child's school milk.

Getting Started

- **For iPayimpact** Within this welcome pack, you will find a separate envelope containing a letter and your unique Link Code Key. Please use this to set up and join iPayimpact *before* your child starts in P1 so that any milk payments and meal ordering are ready to go for their first day.
- **For Parent Portal:** You will receive a separate letter during the first week of the new term explaining how to sign up and link to your child on this application once they have officially started school.