

HOW TO REGISTER YOUR CHILD'S SCOPAY ACCOUNT

- ❗ If you already have an account for a child at this school or at another school, it is not necessary to create a new account. Simply refer to the section below How to link your child to an existing SCOPAY account.

To enable you to register your child's SCOPAY account you will need a letter or email from your school with a unique Link Code. You will also need an active email address. Once your account is created, you will receive an email with a link which will enable you to verify the account.

Step 1

Using the letter or email sent to you by your child's school, go to the www.scopay.com website or SCOPAY MobileApp and select

LOGIN



LOGIN



LOGIN

Email Address

Password

LOGIN

[Don't have an account yet? Register as a new user](#)

[I've forgotten my password](#)

[I can't verify my email address](#)

[Account activation process](#)

[See our frequently asked questions](#)

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Step 2

Select
Register as a new user

GET
STARTED.

HOW TO LINK YOUR CHILD TO AN EXISTING SCOPAY ACCOUNT

- ① If you already have a SCOPAY account for a child at this school or at another school, or for yourself if you are staff, it is not necessary to create a new account.

Step 1

Go to the www.scopay.com website or SCOPAY MobileApp and login with your email address and password

SCOPAY

LOGIN

Email Address

Password

LOGIN



BASKET

ALERTS 0

YOUR INFO

LOGOUT

Step 2

Tap on **YOUR INFO** at the top right of the screen

Step 3

Tap on **LINK ACCOUNTS** and enter the Online link code for the new child/pupil

SCOPAY

VIEW PRODUCTS

PARENTS' EVENING

LETTINGS

HELP



BASKET

ALERTS 0

YOUR INFO

LOGOUT

MARC ACKROYD

SCOPAY School

LINK ACCOUNTS

ADDRESS

LOGIN DETAILS

LINK ACCOUNTS

PAYMENT HISTORY

ALERT CONFIGURATION

GIFT AID

PAYMENT AGREEMENTS

Please enter the link code of the account to which you would like to create a link. Once be able to access the details of each associated account.

> What is a link code?

Online link code:

LINK ACCOUNT

Once linked, to switch between each child, tap on the child's name at the top of the screen and select another child.