

13<sup>th</sup> October 2023  
(VM/JG)



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Dear Parent/Carer,

### ParentsPortal - Annual Data Checks

Annual Data Checks can be updated via ParentsPortal.

If you have not already activated your account, you can do so at [parentsportal](https://parentsportal.pkc.gov.uk) | [parentsportal.scot](https://parentsportal.scot.nhs.uk) .

To register, first you will need a MyPKC account. Once you have a MyPKC account, please visit [parentsportal.scot](https://parentsportal.scot.nhs.uk) to register. For more information on how ParentsPortal works please see the school website. When signing up and linking your child, the details you input must match the information held on the school records. If you have any issues linking your child, please email [breadalbane@pkc.gov.uk](mailto:breadalbane@pkc.gov.uk) or call 01887 822300.

The purpose of an annual data check form is to ensure that we have the most up to date contact and medical information for your child. It is **essential** that we have your correct contact information for you and your child.

Please remember that if any home contact or medical information change throughout the school year, you can email the changes to [breadalbane@pkc.gov.uk](mailto:breadalbane@pkc.gov.uk) or phone 01887 822300 and we will update your child's consent and records.

Yours faithfully

**Mrs Vicky Marshall**  
**DHT – Head of Primary**

