



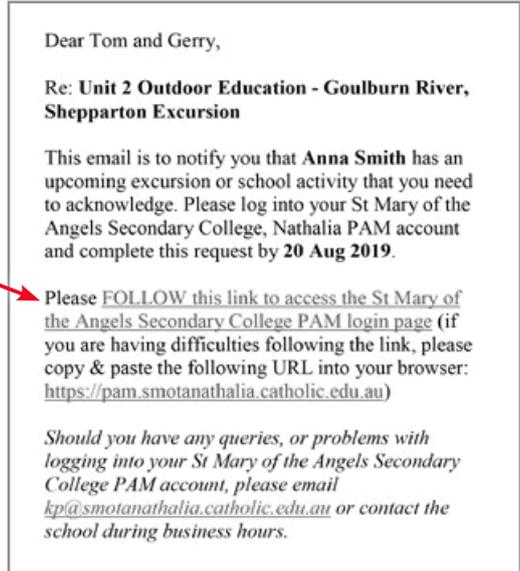
St Mary of the Angels Secondary College Electronic Permission through PAM

Step 1:

Parents/Guardians will receive an email alerting them to an excursion requiring approval through the College's Parent Access Module (PAM).

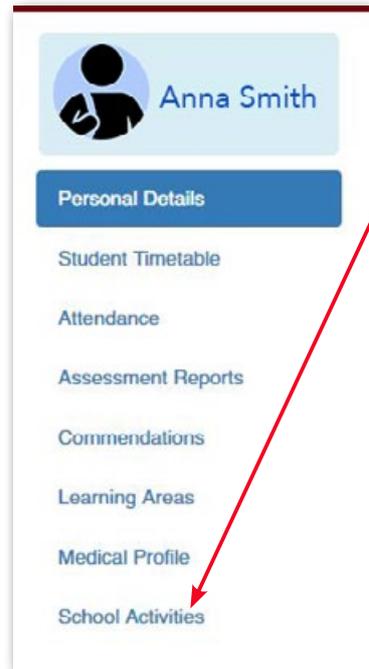
Step 2:

Click on the link provided in this email, this will open the Parent Access Module (PAM) Login screen (pictured below). Sign in with your PAM Username and Password.



Step 3:

Once logged into PAM click on the child (on the left hand side of the screen) who will be attending a school activity requiring parental/guardian permission.

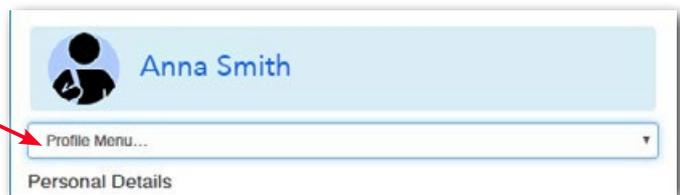
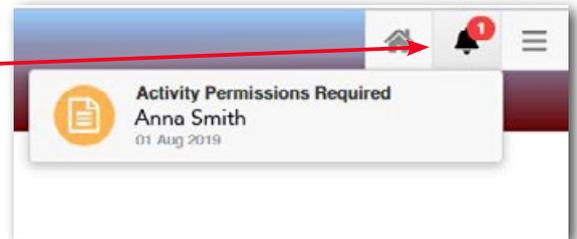


Step 4:

Click on the tab 'School Activities'

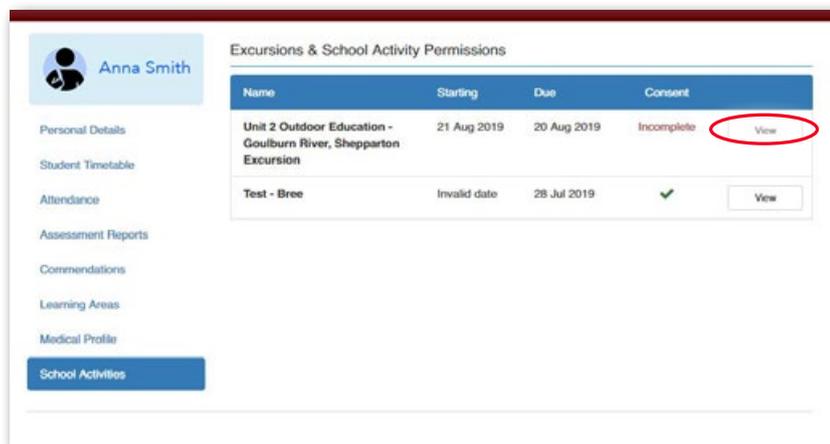
Or click on the Alert bell in the top right hand corner.

If you access PAM on your mobile device to choose 'School Activities' click on the Profile Menu drop down feature and select School Activities.



Step 5:

Click on the 'VIEW' button to access the relevant school activity.



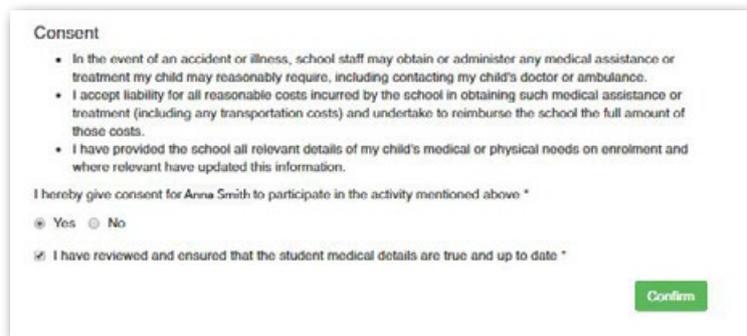
Step 6:

The 'School Activity Permission Details' screen will open.

Details of the activity or excursion will be outlined including any relevant attachments.

Scroll down to the 'Consent' section. Select Yes or No and tick that the student's medical details are true and up-to-date, then confirm.

Parents/Guardians can update their child's Medical Profile at any time by selecting the 'Medical Profile' tab.



A dialogue box will appear confirming that you have submitted your permission response.

Parents/Guardians can access Excursions and School Activity details at any time by clicking on the view button through the School Activities tab (as shown in Step. 4)

