



# Grant Excursion Permission

Before consenting to any excursion/school activity, you must review and update your child's medical profile. You will be asked to confirm you have done so when consenting to the activity.

## PAM

- Open & Log into PAM  
(See *Logging into PAM* instructions if needed)

### Accessing via Notification:

- Click on the notification pop up when you log in
- **OR** Click on the bell icon in the top right menu.
- Click on the Activity Permission notification in the drop-down list



### Accessing via the PAM Homepage:

- Click on the blue student box for the student you wish to grant permission
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- Click on *School Activities* in the student profile menu. (If you are on a small screen, the profile menu will become a drop-down box)

## Simon Everywhere

Please note, the app may differ slightly between android and apple phones. Instructions were made using an android phone.

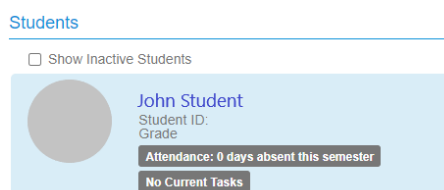
### Accessing via Notification:

- Open the SIMON Everywhere App
- Click on the *Notifications* button under the *Notifications* header



### Accessing via the app Homepage:

- Click on the *Home* button under the *Holy Rosary Primary School (PAM)* header
- Click on the blue student box for the student you wish to grant permission



- Click on *School Activities* in the student profile menu drop-down box



## On Both PAM & SIMON Everywhere

- Click on the School Activity/Excursion you wish to grant permission for (there may be more than one listed as all upcoming activities will appear here whether you have already consented or not).
- Read the Permission Details
- Scroll down and select the *Yes* radio button to grant consent (or the *No* radio button if you do not wish for your child to participate)
- Complete any additional questions/information included on the form.
- Tick to confirm you have reviewed your student's medical details.
- Click the green *Confirm* button.

I hereby give consent for

Yes  No

