



**FAMILY  
DAY**

# PARENT PORTAL

## HOME PAGE QUICK REFERENCE

<https://familydaycare.com/parent-portal-login/>

*How do I view my monthly statement? \**

Click on the **Finances** tab at the top of your screen to view your:

- Invoices
- Customer Statement
- Pre-Authorized Debit Agreement.
- Registrations as a Payer

\*Please note, your April invoice and statement of account will not be available for viewing in April. All of your financial information will be available for viewing beginning in May.

*How do I change my information?*

Click on **My Profile** to review and update your profile information, including your Parent Portal password and your email address.

*How do I change my child's information?*

Click on the **Children** tab to review and update your child's profile:

- Select the child whose information you want to update.
- Click on the tabs across top of your screen to review, and update your child's information

*What else can I do on the Parent Portal?*

**Self-Serve Requests** will provide you with a list of requests you can notify us about, including things such as your child's absence, your intent to cancel a registration for a PD day (prior to the day), or your authorization for the child to leave the centre (escorted or unescorted).

**More information on this tab will follow.**

**Have questions? Please reach out to your Centre Supervisor or Home Child Care Coordinator**