A quick start guide to Travel Declaration using Parents Gateway



Note: Please update the Parents Gateway App to access the Travel Declaration function



 Go to 'SERVICES' tab
Tap on 'Declare Travels'.

## **Travel Declaration** < No declarations yet To safeguard your child's health and that of all students and staff in the school, students are required to declare their travels. 3 **Declare Travels**

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## 3) Tap on the '**+**' sign next to the 'Declare Travels'.

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Select ch	ild(ren) to declare for:	
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	Next	
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4) Select your child(ren) going on the trip and tap on '**Next'**.



5) Indicate if they are travelling.

(A 'No' or Nil reply is required for Primary 1 students.

6) Tap 'Next'



7) Indicate the dates of travelling.

8) Indicate the countries/cities. (You may indicate more than 1 location in the specified time frame.)

9) Tap on "Done"



10) You will receive a pop-up message to inform that updating is successful.