

# Newport Girls' High School

## How to Register for Testing **or Decline** Consent –

## Pupil Year 12-13

**Step one** – choose the **gold** portal from the NGHS testing website by clicking on the icon:



**Step two** – ignore login boxes on the right but instead click on

Register now

**Step three** – complete the required details for yourself – only asterisked fields need to be completed (i.e. only one phone number is required).

First name *	Last name *
Email *	Confirm email *
Phone number 1 *	Phone number 2
Gender *	Date of birth *
<b>Other details</b>	
Unit	NHS Number
Ethnicity	
<b>Address</b>	
Address line 1	Address line 2
Post code	Town
County	
<b>GP Details</b>	
First name	Last name
Phone number	Email
<b>GP Address</b>	
Address line 1	Address line 2
Town	County
Post code	
<input type="checkbox"/> Accept <a href="#">Terms &amp; Conditions</a>	

Ignore 'other details' section

Ignore GP details section

Make sure you tick the Accept T&Cs

Then click **SUBMIT**

**Step four** – Check your email and you should receive an email like this. If it has not arrived in a few minutes, check your junk email:

**Welcome!**

Thank you for registering on the Parent Portal.

Before using the Parent Portal software, please confirm your account by clicking on confirm my account below:

[Confirm my account](#)

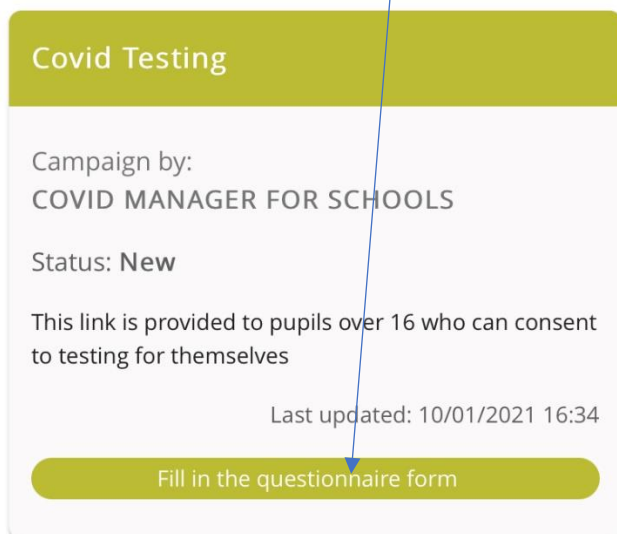
Once you have confirmed your email and set your password you will have full access to the Parent Portal platform.

Click on the hyperlink to confirm your account

You will then be asked to create a password for the NHS site.

**Step five** – Log in to the NHS Screening site using your email address and the password you have just created.

**Step six** – click to fill in the questionnaire (green button)



Covid Testing

Campaign by:  
COVID MANAGER FOR SCHOOLS

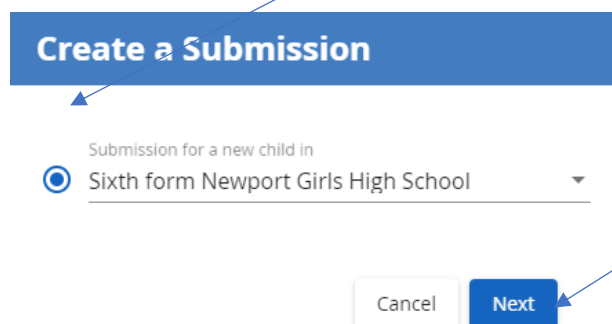
Status: New

This link is provided to pupils over 16 who can consent to testing for themselves

Last updated: 10/01/2021 16:34

Fill in the questionnaire form

**Step seven** – click on the circle and choose Sixth form Newport Girls' High School. Then click Next



**Create a Submission**

Submission for a new child in

Sixth form Newport Girls High School

Cancel Next

**Step eight** – Read the consent statements  
(these are the Dept. for Health consent statements)

The screenshot shows a web form with the following elements:

- Indicate consent**: Two radio button options: "Yes, I consent to testing" and "No, I don't consent to testing".
- Name (required)**: A text input field with a horizontal line below it.
- Buttons**: Three buttons at the bottom: "Cancel" (light grey), "I want to Save and Continue Later" (medium grey), and "Submit" (blue).

Blue arrows point from the text below to the "No, I don't consent to testing" radio button, the name input field, and the "Submit" button.

Choose whether you consent (or not), type your name and click on blue SUBMIT button.

This is the process finished. Thank you for your time.