

St. Francis of Assisi Primary School

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25th September 2020

Cashless System for Payment of School Meals and Other School Services

www.parentpay.com

Cashless payments: **Important letters sent home today in your child's folder with ParentPay activation details.** A family will only need to open one account. Once online using the first child's details, the parent/carer will then need to enter personal details and choose a password for their 'ParentPay' account. Additional children can then be added to this account using each child's individual assigned username and password on their letter.

Everyone is asked to please register on the ParentPay system this weekend. The system will not be operational until Monday. **Please do not try to pay for any meals as yet!** Parents are encouraged, after registering bank and card details to then credit the account using either the money (notes) icon/tab on a smartphone or on other devices by clicking on the 'Parent Account' tab and opening 'Add Parent Account Credit'. Your account should then be ready when the school go live.

Help sheets and picture slides are available in the Parent Support Section which can be accessed using the '?' Tab on a smartphone or on other devices by scrolling down to the bottom of the menu on left hand side of your screen, clicking on 'ParentPay Support' and then on 'Help and Support'. You can then choose the question for which you need help and open guidance.

We ask you to bear with us as we work through setting up this system. If you have any difficulty, please private message your child's teacher on either seesaw or google classroom. We ask you please **NOT to ring the school office in regard to these queries**, the teachers will pass on any messages to the staff member responsible for this system.

This cashless system comes highly recommended by other parents and it is hoped that it will be of great benefit to both parents and school staff.

Kind Regards,

F Hughes

Mrs Feena Hughes
Principal