

How to Make Payments (From Term 5 2018)

Dinner Money:

- Go online to School Money, choose your child's lunches and pay for what you choose. Lunches must be chosen by midnight of the day before and cannot be altered by you after this time. However you can contact the office in the morning if you want to make a change. Please note we automatically check the absence list against the dinners ordered each day and make any adjustments
- Let your child order their lunch in class each day and you will then receive a reminder of the outstanding amount by text/email on Friday. Follow the link and pay online over the weekend or you can come into the office and pay by card at the end of school. Please note we ask for all debts to be cleared by the start of school on Monday.
- Come into the office with your card at any time and we can add a top-up in advance to your account. This gets used up as your child has lunches.
- Telephone the office on 01454 866576 and top up in advance over the phone. NB occasionally this doesn't work as the system asks for a verification code – when this happens you can just call into the office in person
- Request a PayPoint bar code for your child. You can make payments at any outlet with the yellow PayPoint sign eg shops, garages, Post Offices.

All Other Payments: (Trips, music, EBC etc)

- Go online to School Money following the link you have been sent and make a payment. You can also give consent for trips at the same time.
- Ring the office on 01454 866576 or call in in person and make a payment with your card.
- Request a PayPoint bar code for your child. You can make payments at any outlet with the yellow PayPoint sign eg shops, garages, Post Offices.

NB: When you follow the link we send you please select the sign in button and then the parent login option NOT school money option