

Headteacher  
Mrs K Booth

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24 March 2017

Dear Parents,

### ParentPay

We are pleased to announce that we are moving into the 21st Century and adopting the ParentPay on-line payment system for our school.

ParentPay is an online payment system that lets you make secure online payments by credit and debit card. You can also pay in cash at local PayPoint stores. (Please let the school office know if you cannot pay online and need a PayPoint card.) ParentPay can be used to pay for everything at school, from dinner money to educational visits and activities. There will no longer be a need to send cash or cheques into school.

The system can be accessed from a PC, tablet or mobile phone. We will send out activation letters at the end of term which will explain how to create an account and will include your individual log in and password details. You will be able to activate your account during the Easter Holidays ready for our **go live date on Tuesday 25<sup>th</sup> April, 2017.**

Once parents have set up **one** account it can be used for multiple children attending multiple schools. Easingwold Secondary School also use the ParentPay system, those parents who have a ParentPay account for their Easingwold School children will be able to 'add a child' to their account for their Huby child/ren. Also, our Year 6 parents will be able to change the school name on their ParentPay account when their children move on to secondary school.

If your child currently receives universal free school dinners or brings a pack up for lunch, we will still need parents to activate a ParentPay account so that trips and activities can be paid for.

The dinner register will continue to be taken each morning recording which children are school dinner and which are pack up. School dinner balances' (credit or debit) will be transferred on to ParentPay on the last day of term. There will be no change to the price of school dinners.

ParentPay do not share personal banking details with the school.

If you have any questions please speak to Mrs Pannett or Mrs Birkinshaw in the school office.

Yours sincerely

KATIE BOOTH  
Headteacher

