

Head Teacher: Mrs D Cross

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Dear Parent/Carer 12th April 2021

Re: Introducing Parent Pay

I am delighted to be writing to you to confirm that we intend to use the Parent Pay App for all payments from school dinner payments to after school clubs and educational visits.

Parent Pay is an App which parents can register to use to make immediate on line payments to school. This means that you are in control of your finances and that we can become a cashless school.

This is a significant change and therefore we will be contacting parents over the course of this half term with further information and registration details so that you can set up your account.

Our school service is currently being set up and staff training has been arranged over the next few weeks. We intend to go live from 7th June so that will give us this half term to get everyone set up and then next half term we will run the two systems (Parent Pay and existing cash system) in tandem for two weeks and then we will eventually be totally cashless.

This is a major step forward in terms of how our office operates and we are really looking forward to this more convenient and robust financial system being in place.

If you have any queries or concerns please do not hesitate to contact me.

Yours sincerely

Mrs D Cross

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