



Asfordby Hill Primary School

Asfordby Hill, Melton Mowbray,

Leics. LE14 3RB

☎ 01664 812244

Email: admin@asfordbyhill.leics.sch.uk

Website: www.asfordbyhillprimary.leics.sch.uk



Head teacher: Mrs P Millward
Chair of Governors: Rev Dr Nick Ashton

Dear Parent/Carer,

May 2018

Coming soon: Online payments to school with ParentPay!

Starting after half term we will be introducing a more convenient way to pay for school meals, trips, after school clubs and much more online, using a secure service called ParentPay.

ParentPay are hoping to be live at school on June 5th, from this date we will be working towards no longer accepting cash and cheque payments, making the school a cash-free environment as possible. Parents who need to continue making payments by cash may do so by either paying this to the office or you can use the PayPoint network at local convenience stores.

Making secure payments online using your credit or debit card

ParentPay offers you the freedom to make payments whenever and wherever you like, 24 hours a day, 7 days a week - safe in the knowledge that the technology used is of the highest internet security available.

You will have a secure online account, activated using a unique username and password; you will be prompted to change these, and to keep them safe and secure. If you have more than one child at our school or children at other ParentPay schools, you can create a single account login for all your children.

Making a payment is straightforward and ParentPay holds a payment history for you to view at a later date; no card details are stored in any part of the system. Once you've activated your account you can make online payments straight away.

Using PayPoint

PayPoint payments are recorded by ParentPay and can be seen by logging into your ParentPay account and viewing your payment history online. The nearest PayPoint stores to school are:

Co-op Asfordby, Spar Valley Road, Tesco Esso Espresso, Welby Lane Post Office.

Please notify the school office if you wish to use the PayPoint facility. A plastic card will be issued to you to make cash payments for school meals at local PayPoint stores. The first card is free of charge; however, any lost or damaged cards will be charged at £5.00 each. Payment cards take about two weeks to arrive but we can issue a barcode letter as an interim measure.

Trip and activity information letters will carry a unique barcode which will allow you to make cash payments at your local PayPoint store.

We hope you will support us in achieving our goal to become a cashless school and reduce the workload on our staff. Your support in using ParentPay will help the school enormously, thank you.

You will receive your unique ParentPay Account activation details shortly

For further information on ParentPay please see the FAQs overleaf or visit www.parentpay.com.

Yours sincerely

**Mrs Millward
Head Teacher**



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