



Education Resources
Executive Director **Tony McDaid**
Support Services

Dear Parent/Carer

Online payments to school with ParentPay

You may be aware that St. Bride's Primary School uses a web based application called ParentPay which allows parents to pay on-line for school meals and other school activities. ParentPay offers the convenience of being able to make payments 24 hours a day, 7 days a week and avoids the need for your child to carry cash to school.

ParentPay will provide a more convenient secure way for parents to pay online for school meals, school trips and other school activities. Parents who need to continue making payments by cash may do so using 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 create a secure online account, activated using a unique 'myaccount' username and password which you must keep safe and secure ('myaccount' is a free and secure sign-in service for accessing public services online in Scotland). If you have children in nursery, primary and secondary school, you can create a single account login for all of 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/

Support Services, Council Offices, Almada Street, Hamilton ML3 0AA



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IN PEOPLE**



**Healthy
Working
Lives**

Using PayPoint

PayPoint payments are recorded by ParentPay and can be seen by logging into your ParentPay account and viewing your payment history online. Please notify the school if you wish to use the PayPoint facility. A plastic card can 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 an additional cost. Payment cards take about two weeks to arrive but we can issue a barcode letter as an interim measure.

Primary 1-5 pupils are entitled to Free School Meals, therefore this will only be relevant when your child goes into Primary 6.

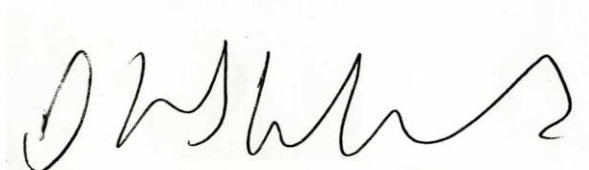
Trip and activity information letters will carry a unique barcode which will allow you to make cash payments at your local PayPoint store.

We hope you will support us in achieving our goal to become a cashless environment, avoiding the need for your child to carry cash to school and improving school security.

You will receive your unique 'myaccount' activation details at the start of the new term in August.

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

Yours faithfully

A handwritten signature in black ink, appearing to read 'D Hinshelwood', written over a light grey rectangular background.

David Hinshelwood
Support Services Manager