



Dear Parent/Carer

### ParentPay at High Storrs School

We are pleased to inform you that High Storrs is now a 'cashless' school. This means that we will no longer accept cash or cheques for visits/trips and payments for other items including school meals, study guides, exam resits/re-marks etc.

#### What do you need to do?

1. If you **are already using** ParentPay to pay for school meals - then no action is required. When a trip, or other item becomes available to your child, this will automatically appear on your ParentPay account.
2. You have a ParentPay account, but **you have not used it for some time** – please login and check that you can still access your account. If you experience any issues with this, please contact ParentPay on <https://www.parentpay.com> where you will be able to reset your password.
3. If you have **never logged in** to ParentPay, then you should do this with immediate effect. If you have any issues logging on please contact <https://www.parentpay.com>

#### ParentPay Shop

We also have an online shop, like Amazon, where you can buy items such as study guides, mathematical calculators, and other items. We will send further details of the items we have for sale as they become available. You do NOT need an account to buy items from the shop, but you will need an email address to receive the confirmation that your payment has been successful.

#### What happens when there is a trip/visit available for my child?

You will receive a letter from school with details of the visit along with the date, price etc and an instruction to pay for this via ParentPay. The next time you log in, this trip/visit will be visible, and you can pay all or part of it, depending on the cost (which will have been made clear in the letter).

#### I have more than one child in school – do I need to have multiple accounts?

No. You can add all your children to one account (using the unique letter provided for each child). You can then view everything available for each child via the one login and password.

Payment is straightforward and ParentPay holds a payment history for you to view later; **no card details are stored in any part of the system**. Once you have activated your account you can make online payments. ParentPay is used by hundreds of schools in the country. To find out more, please visit them at <https://www.parentpay.com>