



Frodsham Primary Academy
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18 May 2022

Dear Parents/Carers,

We are moving to an online payment system, called Parent Pay, for school meals, nursery fees and other payments to school. This will reduce the payment of cash and cheques to school and offer parents a convenient method to transfer money to school. The vision is that school will become a cashless school and all payments will be made on line.

This system will go live for the first phase, school dinner money payments, on Monday 23rd May (next Monday). Nursery payments and trip payments will be added on next half term.

Username and passwords will be sent home with each child this Friday which will provide you with the information to set up a Parent Pay account or add another child onto your existing Parent Pay account. We would like you to pay for school dinners by Parent Pay from next week. Your parent pay account will have an opening balance.

Payments for school meals will need to be paid in advance. Please ensure you have enough money on your parent pay account in advance of your child ordering a school meal. If you do not have this credit we will contact you so that you can bring in a packed lunch. Parent pay accounts will not be allowed to go into debt.

If you have any further questions or need assistance setting this up please contact the school office on 01928 249840.

Kind regards,

Sara Wakefield
School Business Manager
Frodsham Primary Academy

