

**IMPORTANT:**

This letter contains sensitive information and must be managed carefully.

**Gloucestershire Catering Service**

Parent or Carer of

Dear Parent or Carer

**Online payments with ParentPay**

We now accept online payments for **school meals (KS 2) and school trips** using ParentPay.

School meals cost £2.32 per day (£11.60 per week) and you can choose how much you'd like to pay when you login – your account balance will be available to review before you decide! Please note the minimum payment is £11.60.

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 have a secure online account, activated using a unique set of activation codes; you will be prompted to change these, and to keep them safe and secure as your Username and Password for future logins. If you have two or more children at the Infant school, you can merge their accounts once logged in.

Here are your ParentPay account activation codes; please don't hesitate to call school if you have any problems.

**Activation code 1: IOMYAXPF**

**Activation code 2: a90640709**

Making a payment is straightforward and ParentPay holds an electronic record of your payments 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.

Please visit [www.parentpay.com](http://www.parentpay.com), click on **Account activation** and enter your activation codes; your support in using ParentPay will help the school enormously, thank you.

Yours sincerely

Mrs Ruth Laing  
Headteacher