



22nd September 2023

Parent Pay - Key Information Follow Up

Dear Parent/carer,

We wrote to you recently about how to use Parent Pay to pay.

We have a duty to remind you that our catering company are unable to serve pupils that do not have any credit on their account and we politely request that parents top up their child's account balance regularly – either via Parent Pay or by using the Re-val machines in school.

The maximum amount a student will be able to spend at break is £1.50 and at lunch £3.00. Please ensure that your child's account is topped up with enough funds to allow them to purchase a meal each day - we recommend a weekly amount of £11.00.

We will send out weekly reminders to parents/guardians but we recommend that parents set up balance alerts on the Parent Pay App. You can do so by following this link - https://app.parentpay.com/V3Payer4VBW3/Consumer/MS_MyAlerts.aspx

A reminder to all families that if you think you may be eligible for Free School Meals, or have had a change in circumstances, please use the following link to check your eligibility <https://www.cloudforedu.org.uk/ofsm/sims>

Your child may be entitled to receive free school meals if you are entitled to receive one of the following:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get).

We thank you for your ongoing support with this.

Kind regards,

Nicola Birchall

Business Support Officer