



Education Resources
Executive Director **Tony McDaid**
Udston Primary School
Headteacher **Elaine Henry**

24th April 2019

Dear Parents and Carers,

Further to our previous correspondence regarding ParentPay, we are writing to remind all families who have not yet signed up, that we can help with the process. The new system begins from next Monday, 29th April, and – as you know – we are offering a prize draw for those families who have signed up by Friday 26th April.

Whilst we appreciate that this might be seen as an inconvenience by some families, the decision to become a cashless school has not been taken at school level. This is a system that the authority has invested in to enable schools to be a safer environment and to eliminate the need for families to always be providing cash to their child/ren.

We feel we must reinforce that anyone who continues to pay by cash from Monday 29th April onwards will also not receive any change that they may be due. The school will not be in a position to do this; any monies will be credited to pupils' ParentPay account and can be used towards lunches, etc. as soon as the account is activated. Many authorities have been using this system for a number of years – and although we expect a few teething problems in the first instance – it hopefully will make life easier for everyone in the long run.

Breakfast Club costs cannot be included in ParentPay this session as it is run on a voluntary basis and not centre-led. We will be receiving more information from Education resources with regards to Breakfast Club arrangements after the summer break.

In the meantime, can we ask for your patience in the mornings with regards to answering telephones and queries at the front office as office staff are going to have additional work to do to help this new system run smoothly. Can we also ask that families ensure children arrive at school before the 9.00am bell rings to minimise the number of children having to pass through the front door. Classes will have set up lunch information on the smartboard for pupils to choose as quickly as possible as orders must now be sent electronically.

As you may gather, this new system is involving changes for everyone so please bear with us. Your assistance in signing up will really help your child/ren's class, as well as the school overall.

Yours sincerely

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Head Teacher

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