

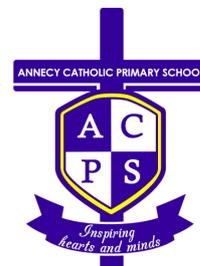
ANNECY CATHOLIC PRIMARY SCHOOL

"Inspiring hearts and minds to grow"

Sutton Avenue, Seaford, East Sussex BN25 4LF
T: 01323 894892
F: 01323 894171
E: office@annecy.e-sussex.sch.uk
www.annecycatholicprimaryschool.org.uk

Executive Headteacher: Rob Carter
Headteacher: Jane Thompson

Diocese of Arundel and Brighton



Dear Parents,

9th January 2018

Payments to school with ParentPay

Since September, we have been working towards no longer accepting cash and cheque payments, making the school a cash-free environment. We have already set up a more convenient way to pay for school meals, trips and after school clubs using a secure service called ParentPay. There are two payment options available.

Option 1 – Online payments

ParentPay offers you the freedom to make payments whenever and wherever you like, 24 hours a day, 7 days a week, using a debit or credit card - safe in the knowledge that the technology used is of the highest internet security available.

ParentPay offers you a secure online account, activated using a unique username and password; you will be prompted to change these, and to keep them safe and secure. Not only is making a payment straightforward, ParentPay also holds a payment history for you to view at a later date; no card details are stored in any part of the system. Once you have activated your account you can make online payments straight away

Option 2 – Cash/card payment at PayPoint shops

(Please note that if you wish to use this option you will need to request a barcoded letter from the office)

By taking your barcoded ParentPay letter to a shop displaying the PayPoint logo, , you will be able to pay using cash or debit/credit card. There is a different barcoded ParentPay letter for each payment type e.g. dinners, clubs, trips etc. so please request a letter if you wish to use this method of payment for each item. There are currently 5 stores within 2 miles of the school that have PayPoint:

- Sutton Corner Service Station, BN25 4QR
- Co-op – Shepway Parade Broad Street, BN25 1LY
- Candy Box – Lexden Road, BN25 3BT
- Costcutter, Claremont Road, BN25 2PF
- The Co-operative, Princess Drive, BN25 2TZ

We will continue to accept cash and cheque payments in school for the next couple of weeks. However, as of **Thursday 1st February 2018**, the school will no longer be able to accept cash or cheque payments.

We thank you in advance for using ParentPay and for your continued support.

If you would like a reminder letter for your login details, please email office@annecy.e-sussex.sch.uk or let the office know. For further information on ParentPay please visit www.parentpay.com.

Yours sincerely,

P Gallagher

Paul Gallagher **Interim Deputy Head**