



Dear Parents/Carers,

We are now using a new database called PupilAsset for all of our pupil information. As part of this, we have set up an online payment system called Stripe which links through to the school database and allows parents and carers to pay for items using their smart phone or tablet. The parent side of this database is called PupilAsset Parents.

To access PupilAsset Parents, parents/carers should download the app for use on their smart phone or tablet:

Download for free on Android & Apple Smartphone & Devices:

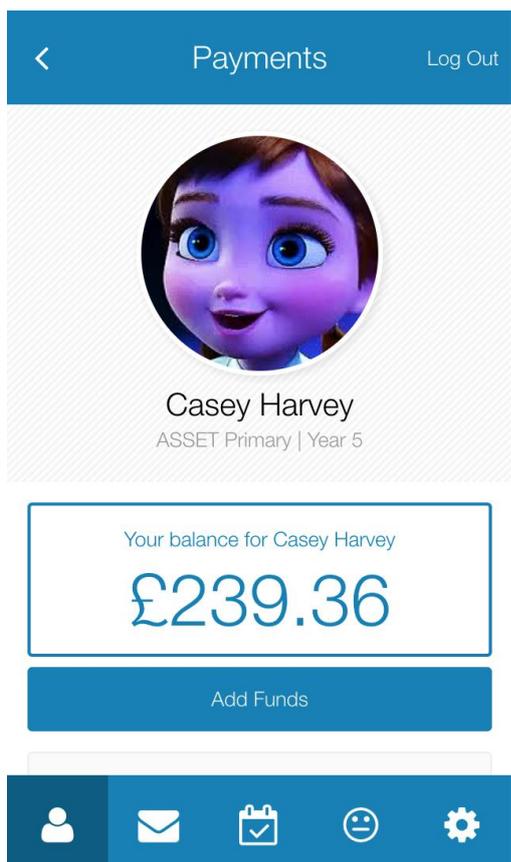
<https://itunes.apple.com/gb/app/pupilasset-parents/id872513733?mt=8>

<https://play.google.com/store/apps/details?id=com.pupilasset.assetparent&hl=en>

When opening the PupilAsset Parents app, you will start on the Login screen. If you have never used PupilAsset Parents before, click on 'New User'. This will take you to the sign up screen, where you can enter your email address. If your address is on the school PupilAsset system (most parents/carers have already provided these to the school), you will be emailed details to choose a password and start using PupilAsset Parents. If not, please contact the school to ensure we have your correct details on record.

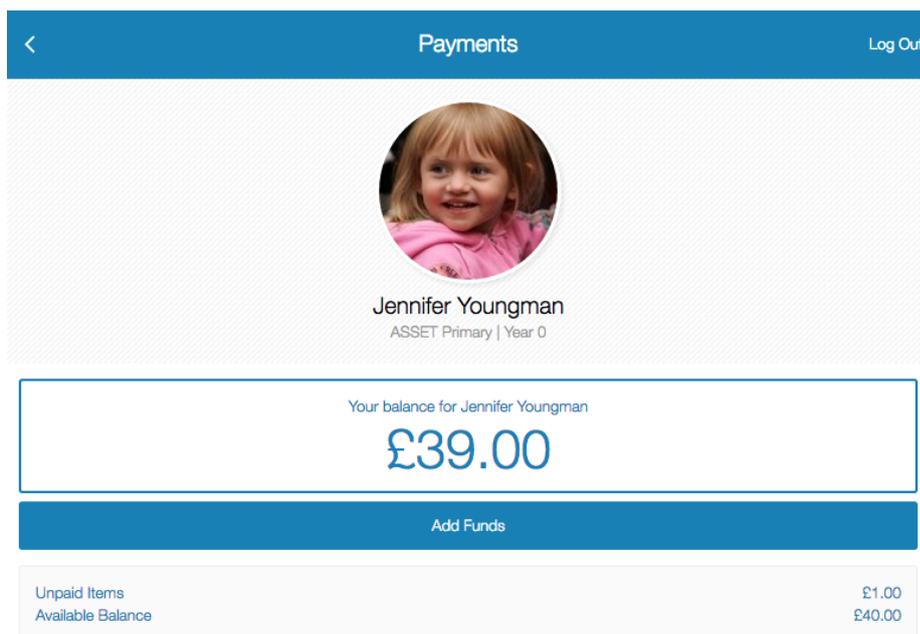
PupilAsset Parents uses a payment gateway called Stripe to take card payments which go directly to the school. **Please note, currently only school lunches can be paid for but we have been advised by Pupil Asset that they will be adding support for school trips and other items very soon.**

Parents can now pay for school meals using a debit or credit card, either running a simple top-up balance or by allocating payments to specific meals etc. **Balances from the old payment system (SIMS Agora) have been transferred over to Stripe so you may notice that there is already an amount (debt or credit) on your child's account.**

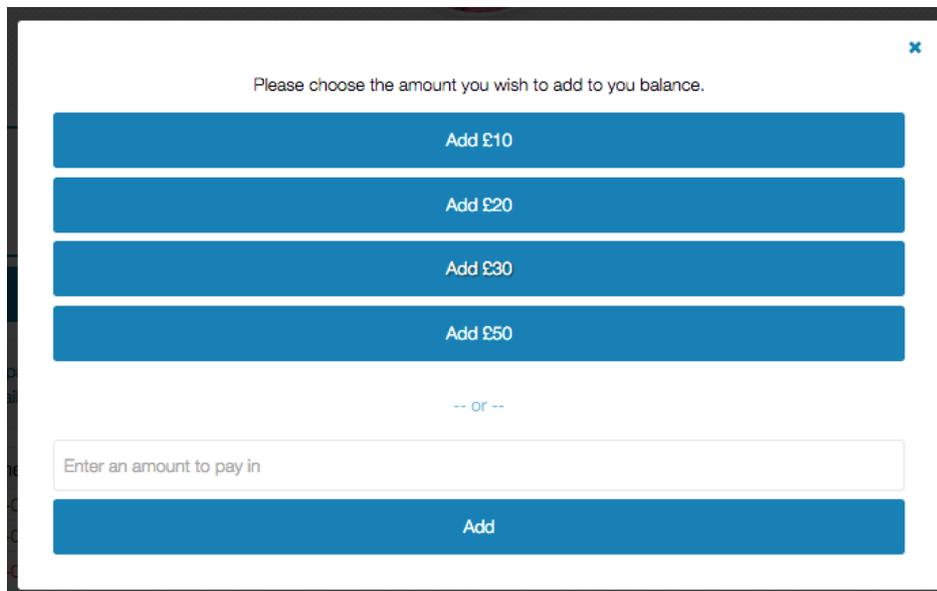


Each pupil has a Payments screen, from which payments can be made. Payments are taken per individual pupil.

The screen shows a pupil's current balance. Parents simply press 'Add Funds' to add more....



Choose an amount...



Please choose the amount you wish to add to you balance.

Add £10

Add £20

Add £30

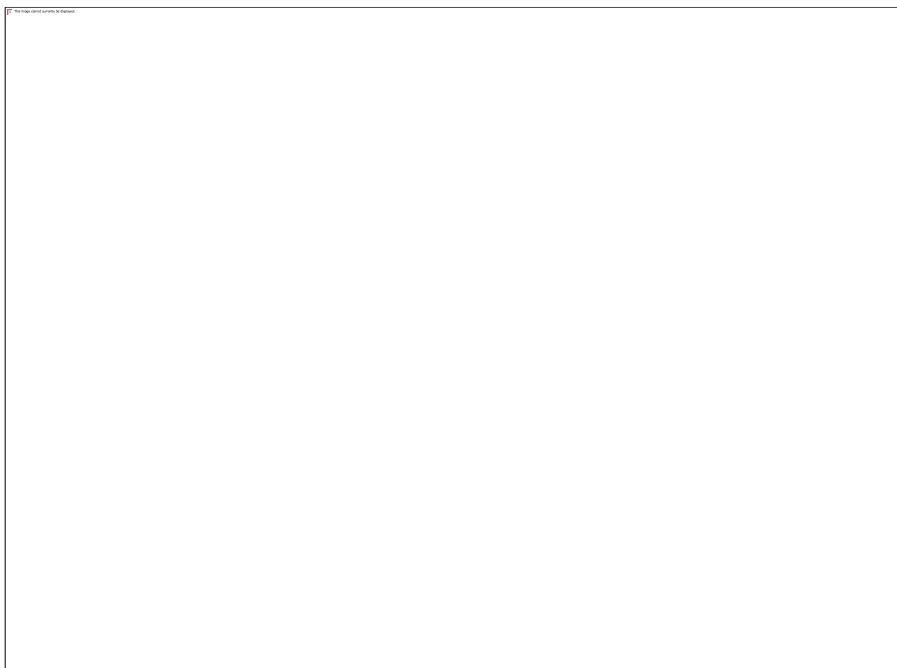
Add £50

-- of --

Enter an amount to pay in

Add

...and fill in card details.



Once funds are added, you will be able to allocate payments to specific meals, or simply keep your balance topped up.