

April 2016

Dear Parent/Carer

Cashless Catering System

We operate a cashless catering payment system linked to your child's Oyster card primarily to ensure that the money you allow your child to have for purchasing lunch or a snack is used for that purpose. There are many other benefits including:

1. The money you allow your child to have is used for meals.
2. A daily spend limit can be put on your child's account to ensure that they only spend the appropriate amount each day – currently a default limit of £2.50 is placed on the card unless we receive notification as overleaf.
3. It provides a considerably quicker service and reduces queues.
4. If your child is entitled to free school meals no-one is aware of this.
5. As there is no dinner money value stored on the card (it is held on the school computer) should your child lose the card it can be replaced with no loss of money after the time of reporting the loss.

Your child should register their oyster card on our system on their first day here in September so please ensure you have applied for one and they bring it with them on that day. Our cashless catering system is linked to 'ParentPay', an online payment system which enables you to top up your child's allowance to the school as well as make other payments such as trips. You will be sent your username and password with instructions of how to log in and top up your child's oyster card in the first two weeks of July. We recommend a first minimum payment of £30.00.

If your child is entitled to free school meals, they will still need an oyster card as £2.20 will be added to his/her card each day so he/she can purchase a main meal and dessert/drink at lunchtime.

If you have any questions please phone the Finance Department (8352 8221) at the school.

Yours sincerely

Handwritten signatures of Ms S Warrington and Mr D Bruton. The signature on the left is 'S Warrington' and the signature on the right is 'D Bruton'.

Ms S Warrington / Mr D Bruton
Headteachers