



LYNDON SCHOOL
HUMANITIES COLLEGE

ParentPay explained!

From 4th January 2012 we moved to a new system for collecting payments called ParentPay. Be assured all balances at the end of the previous term were carried forward. All schools in Solihull will be using this soon.

Dinner Money (any problems ring school and ask for Mrs Austin)

ParentPay is linked to the computer in school that holds your child's dinner money account. No cash or cheques are accepted in school, so if you are giving your child money they may be spending it in the local shop and not on a nutritious healthy meal!

- To pay for your child's meal go to www.parentpay.com and use your username and password to log on (these have been sent out by post twice). **It's SO easy! Make sure you pick the correct "service" - dinner money.**
- You can see how much money has been spent and the current balance.
- If you have more than one child at the school you can merge the accounts (go to profile – merge accounts) and only log on once.
- If you don't have a computer or prefer not to pay on line use the bar coded letter (also sent out) at the local Pay Point. **You can only use this bar code for dinners.** Remember if you use this method payments can take 72 hours to appear on your child's account and you need a bar code for each child.

Trips (any problems ring school and ask for Mrs Duggan)

No cash or cheques are accepted in school.

- To pay for a trip you can go to www.parentpay and find the relevant "service" and pay on line. **Make sure you pick the correct "service" – check the name of the trip carefully. Remember there may be two trips to the same country or two similar trips in different years. Double check before you click!**
- For the larger trips you can still pay in instalments and now track how much you have paid.
- Alternatively the school will give you a bar coded letter for Pay Point. **A new bar code is needed for each trip, make sure you use the correct one.**

Any problems ring school and ask for Mrs Duggan.

Other purchases (Any problems ring school and ask for Mrs Austin)

With the exception of a few small items all other items sold in school will be paid via Parentpay.

- Go to www.parentpay and find the relevant "service" and pay on line. **Make sure you pick the correct "service. Check the name of the item carefully (for example there may be revision guides for different subject). Double check before you click!**
- Alternatively the school will give you a bar coded letter for Pay Point. **A new bar code is needed for each item, make sure you use the correct one.**