



27<sup>th</sup> February 2018

Dear Parent/ or Carer,

We are in the process of moving to an alternative provider for online payments. As of today's date no further payments should be made through ParentMail. The facility to make payments will have been temporarily suspended.

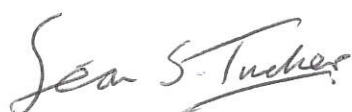
We will shortly be sending you a letter containing activation details for your new account with our new provider ParentPay.

We would like to reassure you that all balances will be transferred to the new system. In this intermediary period students will be served lunch as normal and the meal payments will appear in your new account once it has been set up.

If you made a payment today through ParentMail we will have processed this as usual.

Apologies for any inconvenience this may cause.

Yours sincerely,



Mr Sean Tucker  
Acting Head Teacher

