

Our Ref: 004 15

30th January 2014

Dear Parent/Carer

ParentMail® and +Pay® Information

As you are aware, St Margaret's has been using Parentmail® as a communication tool for parents since 2010. The system allows parents to nominate an email address of their choice enabling them to receive messages quickly and for the school to save on paper, ink and postage. Parentmail® is also used to communicate with parents/carers via text messaging.

Through Parentmail®, online payments can also be made through +Pay® to pay for items such as school lunches. Using this secure website parents can pay for school lunches using their credit or debit card.

+Pay® is easy to use and offers the freedom to make online payments whenever and wherever parents choose, 24 hours a day, 7 days a week – safe in the knowledge that the technology used is of the highest internet security available and that funds will reach school safely.

Parents have a secure online account, activated using a unique username and password; making a payment using a credit or debit card is straightforward and parents can view a record of any payments made at a later date. When a payment is made, an e-mail confirmation is sent to the parent, giving reassurance that the transaction has been successful.

Please may I take this opportunity to ask you to login to your Parentmail® account and ensure that your email address is up to date to enable you to take advantage of using +Pay® in the near future? (www.parentmail2.co.uk) It is hoped the system will be introduced to parents prior to the Easter break, with the possibility of introducing further payments for school trips etc. later on in the year.

Please be assured that the system offers the highest security available and no card details are stored on the system or are accessible by the school.

If you are not yet registered for Parentmail®, please contact Mrs Power, Office Manager who will send you a unique registration form to enable you to do so. You should also inform the school office of any change of email address for school records.

The school website will shortly be updated with further information and answers to any questions you may have regarding +Pay®. Please note, there will only be the facility to pay for school lunches.

Thank you for your continued support of our school.

Yours sincerely

Mr M D'Arcy
Director of Business & Finance