



Smithdon High School
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Ref: JHi/LT

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Dear Parents

Re: Payments to school from September 2020

In an attempt to eliminate the risks of Covid-19 associated with handling cash, for both students and staff members within school, we are removing the ability to make cash payments from September.

We are asking that all parents kindly make payments using our e-payment method via an easy-to-use, secure website called ParentPay. You will be able to pay for all goods and services relating to your child's needs, such as dinner money, school trips, and school shop items.

Most of you will already be familiar with this method of payment as we have been successfully using the system within our school for some time now.

From September 2020 we will unfortunately be refusing to accept any cash payments sent into school. To avoid any issues in the new term, could you please ensure that if you have not already done so, you activate your child's ParentPay account.

Many thanks for your co-operation and your continued assistance in keeping both our students and our staff safe during this time.

Yours sincerely

Mr J Hirst
Headteacher



New to ParentPay?

Your secure online account is activated using a unique username and password, if you have not set up an account, then please contact the school directly and we will be happy to issue your activation details to you.

Once you have activated your account, you will be prompted to change your login details and to keep them safe and secure for future access.

If you have two or more children at a ParentPay school, you only need to activate one account to create your 'main account' and then add your other children via the "Add a child" tab on your home page.

Once you have received your username and password, please visit www.parentpay.com via the Account login area on the home page to activate your account.

ParentPay holds an electronic record of all your payments made which you can view at a later date.

As soon as you activate your account you will have the ability to make payments immediately.

Should you have any queries relating to the activation of your child's ParentPay account please contact j.jackson@smithdonhigh.org.uk