

Thursday 14th December 2023

Dear Parents / Carers,

From January 2024, we will no longer be using ParentPay for school payments, this will be replaced by Arbor. This includes school snack, lunches and Breakfast Club. We have already trialled this with the clubs sign up for Spring 1 Term.

Arbor will also replace School Ping in January and all means of communication will be made via your child's Arbor account (email/app based).

School Meals

If your child was previously set up with a weekly meal pattern on ParentPay, the office will be transferring these onto Arbor and therefore no action will be needed. If you would like to change your child's meal pattern, please contact the office at your earliest convenience.

If you were in credit on ParentPay, this will be refunded to you after 22nd December and if you were in debt, your debt will be transferred onto your Arbor account for payment.

To make payment on your child's school lunches on Arbor, you click on meals account and a 'top up account'.

Morning Snack

If you would like your child to have morning snack, please click 'School Shop' and find morning snack in there. From there, you will need to input the quantity that you would like your child to have.

For instance, if you would like your child to have snack Monday – Friday this would be 5 quantities.

If you were in credit on ParentPay, this will be refunded to you in due course.

Breakfast Club

To sign your child up for Breakfast Club, this will be completed slightly different from before. To initially sign your child up, you will find Breakfast Club in the 'Clubs' section of Arbor. Please then follow the steps on the 'register your child for Breakfast Club' tab. This allows you to sign up for the full year.

To add payment to Breakfast Club, please use 'Top Up Account' on the Breakfast Club dashboard.



If you have any questions or queries, please don't hesitate to contact the school office.

Thank you for your continued support.

Kind regards

S Mansell

Mrs Mansell, Principal

