

June 2020

Dear Parent / Carer

Outwood Grange Academy
Online e-Payments for School Meals and Other School Purchases

Further to my letter in February 2020, I am writing to confirm that Outwood Grange Academy will now be transferring to the new payment system week commencing 1 September 2020.

Please note that from 1 September 2020 there will be **no** facilities within school to accept cash payments for catering facilities, trips, stationary and other adhoc items. There will also be no facilities to use cash to top up accounts via the reval machines which are currently in use.

Further information will be issued in July 2020 which will include information on how to register online with iPay.

Please note that any balances on your child's catering account or upcoming trips account will be transferred across to the new system on the 1 September 2020. Please ensure that no further payments are made through your online account for Tucasi account after 17 July 2020.

Why a new system?

- To support the Trust in becoming fully cashless, giving the following benefits:
 - Removing the risk of students losing money
 - Removing time spent queuing to top up funds at break times
 - Keeping up with the digital world and people using cash less and less
 - Monetary and officer admin time savings, enabling us to redeploy these efficiencies

For school meals, each pupil has an account. If they are to purchase meals, drinks or snacks from the canteen you will be required to top up this account with money online.

For those pupils in receipt of Free School Meals, the daily amount will continue to be allocated automatically to your child's account and therefore no action is required, however if you wish to allow your child to make additional purchases at breakfast or break times and, you can register and make additional payments as and when required. The same applies for school trips, stationary and other adhoc items.

Should you have any queries please do not hesitate to contact our Finance Department, via email finance@grange.outwood.com.

Yours sincerely



Brian Kelly
Principal