

## Highfield Primary School



Highfield Road  
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Headteacher - *Maria Kemal* B.A. (Hons), NPQH  
Deputy Headteachers–  
*Helen McGovern* B.A. (Hons), NPQH (Secondment Acting Head)  
*Sarah Shaughnessy* B.Ed. (Hons Oxon), M.A.  
*David Wilson* B.A. (Hons) (Acting Deputy Head)

"Together we can achieve more"

Thursday 15<sup>th</sup> of June 2017

Dear Parents/Carers,

Highfield has been 'Cashless' for school dinners since April 2013. Parents who pay for their children to have school meals do so by paying online, reducing the amount of cash in the school office.

We have also started cashless payment for school trips since April 2017. From 3<sup>rd</sup> July 2017, all payments for Breakfast club and Tea Time club will also be made via Parent Pay only. You will be provided with a username and login from 'Parent Pay' at that time and asked to pay online.

Please note if you pay in a paypoint shop, you need to use the barcode on the letter provided. Please note a different barcode is issued for each payment item. Therefore, please make sure you use the correct one!

Using the secure website Parent Pay you will be able to pay online using your credit or debit card.

Parent Pay offers you the freedom to make payments, safe in the knowledge that the technology used is the highest internet security available. You will have a secure online account, with a unique username and password. You can change these to something you will easily remember and merge accounts for two or more children who attend Highfield and other schools. You can also check your balance and top up at anytime.

If you have any difficulties regarding accessing or using Parent Pay, please contact the school office.

Yours sincerely,

Maria Kemal  
Headteacher

*"The Headteacher's passion for ensuring all pupils receive an outstanding education is tangible in all aspects of the school's work."*

**Highfield Primary is an Outstanding School - Ofsted 2016**

