

Cherry Tree Primary School and Nursery

Caring, Thriving, Preparing, Succeeding



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Headteacher: Mrs N Barrand, BSc (Hons), PGCE, PGDE, NPQH

5th February, 2019

Dear Families,

Re: Online Payment System

A number of you have been asking us for an online payment system; we are delighted to inform you that we have recently signed up to the online payment system SchoolMoney. This will enable you to make payments for school expenses such as breakfast club, school lunch, school trips and other activities, online with your debit or credit card. If you do not have a card we can issue you with a PayPoint bar code and you will be able to pay with cash at various shops within a short walk of school. We will be happy to provide you with their locations

Please note your child will still require snack money for school – this will not change.

This new payment system will go live from Monday, 11th February, 2019 and we will be phasing out cash payments to school over the next few months (**with the exception of snack**). This is of benefit both to us as a school and you as a parent. You will be able to pay for items easily and access your account at any time to see if there is anything you need to pay for. As a school we will operate a more streamlined, cost effective and efficient payment system. Valuable savings made from utilising this system will be ploughed back into school resources.

You won't need to sign up to this system as this is done automatically through the school and as long as you have provided us with up to date contact details we will send you a password within the next few days. This password will give you access to your SchoolMoney account where you can pay for any items we have requested from you.

To log into SchoolMoney:

- Visit the website www.eduspot.co.uk
- Click on the sign in button in the top right hand corner
- In the drop down, select the SchoolMoney Parent Login option; this will send you through to a page where you need to enter your mobile number, email address, the password we have sent to you, and your child's first name.
- If for any reason you are struggling to log in, it may be because you have not provided us with the correct contact details.



A British Science Association programme

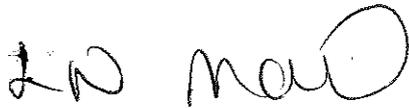


It is essential that you let us know immediately if either your mobile number or email address changes.

Please note nothing will change in terms of booking a school lunch or your child's attendance at breakfast club and it is still important that you pay promptly or in advance.

We appreciate your cooperation in the early stages of rolling this system out to you and please do not hesitate to contact me should you have any questions in connection with the new system.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'L. Maynard'. The signature is written in a cursive style with a large, looped 'M'.

L. Maynard (Mrs.)
Business Manager