

An quick guide to our online payment system www.parentpay.com

What does [ParentPay](#) do?

- enables you to pay for lunches, Trips & Visits and other items such as replacement ties, revision guides etc.
- offers a highly secure payment site
- gives you a history of all the payments you have made
- allows you to create a single account login across all your children that attend a ParentPay school
- shows you all items available for payment relevant to each of your children
- emails a receipt of your payment to the email address you register
- offers you the ability to set automated email/SMS payment reminders

How does [ParentPay](#) help you?

- gives you the freedom to make payments to school whenever and wherever you like
- gives you peace of mind that your payment has been made safely and securely
- helps with budgeting; payments are immediate, there is no waiting for cheques to clear
- payments for many of the larger trips can be made by instalments up to the due date
- you will never need miss a payment, or have insufficient credit, with automated email/SMS alerts
- [ParentPay](#) is quick and easy to use

How does [ParentPay](#) help our school?

- reduces the administrative time spent on banking procedures
- keeps accurate records of payments made to every service for every student
- payments do not bounce
- reduces paper 'waste'
- allows for easy and quick refunds
- offers a more efficient payment collection process, reducing the amount of money held on school premises
- helps us improve school-home communication with its integrated email/SMS messaging centre

How do I get started?

When your child starts with us, we will send you an activation letter containing your activation details to enable you to set up your [ParentPay](#) account.

If you have more than one child at a [ParentPay](#) school(s) you can add them to a single account, providing one login for all children at [ParentPay](#) schools.

The [ParentPay](#) Shop:

The [ParentPay](#) Shop is accessible via our school website on the homepage – www.lightcliffeacademy.co.uk



By using the [ParentPay](#) shop, you are able to purchase additional items such as school production tickets, donate to charity days, clothing items i.e. hoodies, dance/HSLA kit, Summer School tickets and much more.