

How to book a meal using Parent Pay

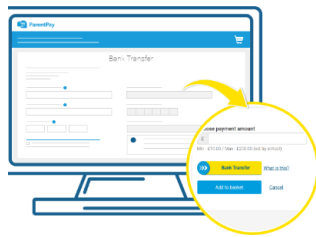
Go to www.parentpay.com

1. Log on in the usual way using your ID and password as normal.

Bank Transfer is here!

[Bank Transfer](#)

Our fastest way to pay



Bank Transfer is quick and easy to set up
Enter your name, account number, and sort code and you're ready to go.

One click payments
Simply click the Bank Transfer button and the money is taken directly from your bank account.

[Link to this page](#) Don't show this again [Continue](#)

Ignore the Bank Transfer (Direct Debit) option and choose CONTINUE

2. The next screen will look like this

ParentPay [Home](#) | [Parent Account](#) | [Communication](#) | [Profile Settings](#) | [Help](#)

3. Choose Parent Account, this is where you add credit to your account.

Parent Account

Statements [Add Parent Account credit](#)

Bank Transfer [Statements](#)

Start date 07 Jan 2020 [End date](#) 06 Feb 2020 [View Statement](#)

07 Jan 2020 - 06 Feb 2020

[Show transaction reference](#)

Date	Description	In	Out	Balance
Jan 23	Lesley - Lunch Payments for Alway Primary School		-£10.00	£0.00

[Set up pocket money](#)

Lunch time selection

PLEASE NOTE: When confirming your bookings, any **Payment due** must be paid within 2 hours. Failure to do so will result in unpaid bookings being cancelled. If your **Payment due** is zero (£0.00), simply confirm bookings and no further action is required.

Previous week		Week commencing 20th Jan 2020					Next week	
Mon 20 Jan	Tue 21 Jan	Wed 22 Jan	Thu 23 Jan	Fri 24 Jan	Sat 25 Jan	Sun 26 Jan	Mon 27 Jan	
BBQ CHICKEN WRAP WITH WEDGES	PORK SAUSAGES WITH MASHED POTATO & GRAVY	ROAST TURKEY WITH ROAST POTATOES, STUFFING, YORKSHIRE PUDDING, VEG & GRAVY	BEEF LASAGNE WITH WEDGES & GARLIC BREAD	BATTERED FISH & CHIPS				
CHEESE & TOMATO PIZZA WITH WEDGES	VEGGIE SAUSAGE WITH MASHED POTATO & GRAVY	QUORN ROAST WITH ROAST POTATOES, STUFFING, YORKSHIRE PUDDING, VEG & GRAVY	VEGGIE LASAGNE WITH WEDGES & GARLIC BREAD	VEGGIE PIZZA HOT DOG & CHIPS				
NO CHOICE	NO CHOICE	HALAL CHICKEN WITH ROAST POTATOES, STUFFING, YORKSHIRE PUDDING, VEG & GRAVY	NO CHOICE	NO CHOICE				

In this screen, tick the meal you require, it will turn green.

HAM SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY	HAM SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY	HAM SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY	HAM SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY	HAM SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY
TUNA MAYO SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY	TUNA MAYO SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY	TUNA MAYO SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY	TUNA MAYO SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY	TUNA MAYO SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY
CHEESE SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY	CHEESE SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY	CHEESE SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY	CHEESE SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY	CHEESE SANDWICH WITH A DRINK, FRUIT & VEG POT AND DESSERT OF THE DAY

The bottom of the screen will show how much money you need to pay, press continue.

Bookings added	0
Bookings cancelled	0
Cost of new bookings	£0.00
Payment due	£0.00
Cancel	Confirm bookings

This will take you to your 'basket' with the meals you have chosen and the amount due. Pay in the normal way using your debit card. You will receive an email confirmation as receipt of payment.