



Don't delay register today

We are excited about our new online system - Scopay

All number one contacts i.e. Mum or Dad have been sent a request to register for Scopay. Once they have registered I can then send a request to contact number two to register. Please let me know if this is required.

This online system is for parents to order school meals, nursery places, after school care, and trips & events.

- You must register before the live date of 17th April. Once registered you can start to order meals and make payments.
- All school meals must be ordered in advance (the cut off time is midnight the day before the meal is required) in order for the kitchen to order stock. You can place an order for as many weeks in advance as you wish.
- The system will not allow you to order a meal without payment.
- For those on Universal free school meals or free school meals you will still need to order a meal.
- This system is linked to attendance, therefore if your child is absent and a meal has been ordered this will be credited back to your account.
- If your child is going to be late for whatever reason but still requires a school meal you must either phone or email the school before 9.30am to let us know.
- Nursery – Your child's attendance pattern for nursery has been put into the system which has worked out how much you will need to pay, up to the end of the summer term. Don't panic you do not need to pay this all at once. Each time you make a payment this figure will reduce down and it should be nil by 19th July.
- ARC – You are asked to book your child into our after school care (ARC). For those who pay for this facility by voucher you still need to make a booking but do not need to pay.
- If you are later than 3.30pm picking up your child, this will count as an ARC session and incur a fee.
- School Trips – There will be no need to send permission letters home for you to sign and return. You will be able to give your permission, order a packed lunch and make a payment, on this system.
- Charities – Each time we have a fund raising event for a charity e.g. Red nose Day, you can make a donation on this system if you prefer.
- Parents evening will also be run through Scopay.

If you have any further question, please speak with Mrs Winrow.

Thank you

Mrs Hains

