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COMMUNITY SCHOOL

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HEADTEACHER / PRIFATHRO Mr. C. L. HITCHINGS B.A. (Hons), P.G.C.E., N.P.Q.H.

Important Notice: Cashless Catering System

Dear Parent/Carer

24 March, 2017

I am very pleased to report that pupils and staff have quickly adapted to the cashless catering system which was introduced at Cwmtawe from the end of October, 2016.

As part of the transition process, we have allowed pupils to buy food and drinks from the Canteen, even if their account was not in credit. This, unfortunately, had the effect of making their accounts overdrawn. Even though the majority have cleared their debts quickly, we are experiencing some issues with debts being outstanding for an unacceptable period of time.

As a result, we have taken the decision that, with effect from the start of the summer term, Tuesday 25 April, 2017, **pupils will no longer be allowed to be overdrawn on their cashless accounts.** I would therefore ask you to ensure that your child's dinner money account remains in credit at all times.

The simplest way of doing this is by registering for ParentPay, the online payment application linked to our cashless system. Not only will you be able to load money to your child's dinner money account, but you will also have the facility to monitor how that money is spent. If you have not yet taken up this option, just contact the school office and we can supply you with details needed to set up an account. We are now also able to accept ParentPay for school trips and uniform purchases.

Another way of loading money is by taking a PayPoint card to a local store. You can find details of stores that offer PayPoint service by visiting the website <http://www.paypoint.co.uk/locator.aspx>. To take this option, you will need to contact the school to request a PayPoint card, as they have to be ordered individually. Please note that money loaded to PayPoint cards can take up to 48 hours to be credited.

Finally, you still have the option for your child to manually load cash to their account through the revaluation unit at school. This will only accept £20, £10, £5 notes or £2, £1, 50p, 20p, 10p, or 5p coins.

Pupils who are entitled to receive free school meals will automatically be allocated the appropriate amount to their account each school day. This amount **cannot** be carried over if not used on that day. If a child wants to buy items costing more than the free meal value, they **will** need to have cashless funds available to pay the difference.

The cashless system has a default maximum daily spend limit of £5 per pupil. If you wish to amend this, please email the school: cwmtaweschool@npted.org

Yours sincerely,

C. L. Hitchings

HEADTEACHER PRIFATHRO



IN PARTNERSHIP WITH SWANSEA CITY AFC