

June 2024

Dear Parents/Carers,

Re: ParentPay – Transition to Year 3

At Overdale Junior School, we use ParentPay; an online payment and communication system for schools.

What can you do with ParentPay?

School Dinners – You can pay in advance and let your child choose their meal option in school on the day.

Trips/Activities – All trips/activities are set up on ParentPay. This is where you can pay for trips/activities (if not free of charge), give consent, and provide any additional information requested.

Communication – Receive important messages from school via email and text. We use this feature to send out texts to inform of pupil absence and emergency school closures. All other communication we send out via email. Without a ParentPay account, you will miss out on vital information.

Setting up ParentPay for your child's transition into year 3

Once your child has left year 2 and moves up into year 3, they will transfer over to us on the ParentPay system.

You will then need to re-activate them onto your account. On the first day of the academic year, we will hand out activation letters so you can link your child to your ParentPay account. Instructions on how to do this will be on the activation letter.

If you do not have a ParentPay account, please inform the school office either by telephone or email, as soon as possible. We will set up your account and you will receive an activation letter on the first day of school as above.

Kind regards,

Overdale Junior School