



Thursday 8<sup>th</sup> January 2026

Dear Parents and Carers,

We would like to remind you about outstanding payments on ParentPay and kindly ask for your support in ensuring all accounts are kept up to date.

#### **External Clubs**

This term, the school is offering a range of new clubs for pupils. We kindly ask that all club payments are brought fully up to date as soon as possible. All clubs are delivered by external providers, and timely payment is essential to allow us to meet our commitments to them. Unfortunately, where payments remain outstanding, children may be unable to continue attending clubs until balances have been cleared.

#### **School Dinners**

School meals are provided by Citywide, an external provider. Parents and carers are responsible for checking their ParentPay account weekly to ensure dinner balances are up to date. There is currently a significant amount of outstanding dinner payments. If these balances continue, Citywide may instruct the school to pause meal provision. In this case, parents would need to provide a packed lunch for their child.

This is a general message to all parents and carers. If your ParentPay account is already up to date, please accept our thanks and feel free to disregard this letter.

Thank you for your understanding and continued support.

Kind regards,

Mrs Bell