



SHELLEY COLLEGE - A CASHLESS COLLEGE

Shelley College is a cashless college. This means that payments for lunches, trips and events are made through the online payment provider **ParentPay** and students will not need cash for any purchases in college. To ensure that your account operates in credit, you can set up a free low balance email reminder once your account is activated by going to 'Communication', selecting 'Alert Settings' to set up a balance alert.



A CONVENIENT WAY TO PAY

ParentPay specialise in payment solutions for schools and colleges. If you have more than one child at Shelley College, you can link accounts to make them accessible through a single login. You can also link accounts for siblings at other schools which use ParentPay.

Online Payment Features

- A secure way to pay which avoids bringing cash or cheques into school
- Available 24 hours a day allowing you to make payments at your convenience
- Accepts a variety of card types – debit and credit cards, American Express and Pay point
- An online history of all payments made to school for lunch money, trips and visits
- Accepts instalment payments for higher value trips
- Email receipts for every online payment
- Single account login for all siblings at the same school and even siblings from other schools which use the same payment system
- Multiple logins are possible if other family members wish to access the payment service
- ParentPay can also be accessed via the payments link on the homepage of the MyEd App which can be downloaded at myedschoolapp.com

FINANCIAL ASSISTANCE

If you require information about financial assistance available to new school aged starters and/or College students or you wish to apply for the 16-19 Bursary Fund, please contact Mrs Sharron Pendleton on telephone 01484 868777.

MAKING PAYMENTS

Before your child starts school at Shelley College you will be sent a letter with a unique access code and instructions on how to set up an online account or link to an existing ParentPay account.



STUDENT ACCOUNT

You can activate your child's online account before they arrive at Shelley College allowing you to add money to their lunch account ready for when term starts.

OTHER WAYS TO PAY



LUNCH PAYMENTS

If you prefer to pay for lunches with cash or cheque please let us know and we will issue you with a Pay Point card. The card can be used to top up your son/daughter's lunch account at any Pay Point outlet. When you first apply for the card, we will provide you with a list of local shops which offer the PayPoint service. Please note Pay Point transactions take a little longer and therefore it is necessary to allow 24 hours for a payment to reach your lunch account.



TRIPS & EVENTS PAYMENTS

Similarly if you prefer to pay for trips or event tickets by cash, we will provide you with a special barcode to allow you to pay at your local Pay Point shop.

STILL HAVE QUESTIONS?

For more information about the various payment methods or to request another copy of your unique online access code please contact our Reception Team on telephone 01484 868777 or email mainoffice@sharemat.co.uk.



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