



Dear Parent/Carer

Cashless Payments for school meals – Lily Jones

As you may be aware we are introducing a cashless system which will help to reduce administration and cash handling in school and also reduce the amount of cash students bring to school. The cashless system will initially be used for students to purchase school meals.

Each student will have an account on the cashless system, which they can use to purchase food or drink from the school refectory. The system uses fingerprint technology to identify the student and will deduct their account with the cost of any purchase.

To use the cashless system each student's account must first be credited with funds using an online payment system, called iPayImpact. The account can then be 'topped up' periodically.

You can start adding funds to student accounts immediately. Students will be able to use the system to pay for meals in school from Monday 15th May.

In order to use the iPayimpact web site you will need:

Child Account Reference: LX9eCesGM(

To register on the site go to <https://www.ipayimpact.co.uk> and follow the instructions below:

- Click on the Register button
- Enter the Child Account Reference of your child.
- Username – enter a username that you will remember. This will be required each time you login to your account
- Email – enter a valid email address
- Confirm Email – must be the same email address as entered in the previous box
- Password – enter a password
- Confirm Password – must be the same password as entered in the previous box
- Maths Test – please insert your answer
- Agree to Terms – Please tick this box. You can view the terms as required.

Once you have registered an email will be sent to your email account. You must then **ACTIVATE** the account by clicking on the link provided in the email.

Once your account has been activated you will be able to Login using the credentials you entered during the registration process.

If you have other children at this school or other schools and you have received a similar letter to this, you can link them to your new parental account using the following instructions:

- LOGIN to your account
- Click on the Child Accounts tab
- Click the Link a New Child Account button



- Enter the Child Account Ref for the child – see this letter or other similar letter
- Click Find School and Account – select the school from the list (if offered)
- Click the Link Account button

TO MAKE A PAYMENT/TOP UP THE ACCOUNT

- From your Home Page click on Add to Basket
- You can amend the amounts you wish to pay
- Proceed to Checkout

You will receive an email receipt of your payment once it has been authorised.

FREE SCHOOL MEALS

If your child is entitled to free school meals, their account will be automatically credited with the allowance (currently £2.10 per day) on a daily basis. If your child needs to 'top-up' this amount, you will need to 'credit' their account in any of the two ways described above.

Please find enclosed some Frequently Asked Questions that provide more detailed information on how this new system works. If you have any question not answered in this document you can contact either myself or Susan Baker at the school.

Yours sincerely

Mr S Bentley
Head of Finance
Windsor Academy Trust