



Health Futures UTC  
350 High Street  
West Bromwich  
West Midlands  
B70 8DJ  
0121 794 2888

Monday 18<sup>th</sup> December 2017

Dear Parent / carer

**RE: ParentPay Online Account**

At Health Futures UTC, we operate a cashless catering system, whereby all students and staff are issued with an identity card that is linked to the catering account. We use ParentPay as our secure online payment facility and an online account has been created for you so that you may regularly credit your child's dinner money account. You can top-up your ParentPay account online by debit or credit card, or in cash through PayPoint stores. ParentPay balances can be used immediately to pay for any of your children's items at any school. You can also track what items your money has been spent on.

If you haven't done so already, you will need to activate your account using the unique activation username and password provided prior to your child starting with Health Futures UTC. If you need these again, please email [admin@healthfuturesutc.co.uk](mailto:admin@healthfuturesutc.co.uk).

**As of 30<sup>th</sup> April 2018, the cash machine in the school will no longer be of use. Parents / students will need to credit their accounts via ParentPay for all payments. For your information, please see the key dates and deadlines leading up to the cashless process.**

**18<sup>th</sup> December 2017**

Letters and emails will be sent to parents explaining the changes. Students will be notified via email and assemblies going forward to remind them of the process.

**28<sup>th</sup> February 2018**

This will be the last date students can collect their ParentPay logins from the school. Parents can also request for these to be emailed / posted to them. If you wish to order a PayPoint card, please do so before this date.

**31<sup>st</sup> March 2018**

If you would like help setting up a new ParentPay account, please email Mrs Kumari on [s.kumari@healthfuturesutc.co.uk](mailto:s.kumari@healthfuturesutc.co.uk) to make an appointment. You have until 31<sup>st</sup> March to register on the ParentPay website.

**30<sup>th</sup> April 2018**

The school will be going completely cashless from this point forward. All students will need to pay through ParentPay as no payments will be accepted via the cash machine in school.

Yours faithfully,

Annette Guest (Mrs)  
Director of Operations