



Headteacher: Mr David Graham

Our ref: DGa/MGa

12th March 2019

Dear Parent/Carer

From Monday 18th March 2019 we will be using +Pay on ParentMail – an online payment service which allows you to pay for school trips, revision guides, school ties and planners easily on your smartphone, tablet or computer.

We will inform you about items you need to pay through ParentMail, and you will be able to pay electronically, using credit or debit cards as well as PayPal and PayPoint.

Registering with ParentMail is very easy! Over the next few days you will be sent either an email and/or text message from ParentMail, when you receive this please just follow the instructions in the message.

Please be assured that ParentMail is registered with the Information Commissioner and guarantees that all information you provide will be kept private and will not be passed on to any other organisation.

If you have an Android or Apple smartphone, we would highly recommend you download the free ParentMail App so that you can make easy, online payments on the go. To do this, simply search for "ParentMail" in your App store.

Please note, your bank statement will display either the school name or ParentMail, dependent on your payment method.

If you need any additional information or assistance, please use the help site: www.parentmail.co.uk/help/parenthelp/ or please contact the Central Admin Team via telephone or email: centraladmin@putteridgehigh.org.

Thank you for your ongoing support and I do hope this is another step to developing our service for you and your child.

Yours faithfully

Mr D Graham
Headteacher