



**Our Ref:** caterlink/easter-update

4<sup>th</sup> April 2025

Dear Parents/Guardians,

**Re: Cashless Catering System starting after Easter**

As we continue to strive to improve and increase efficiencies of our systems and processes in school, we would like to inform you about an important change regarding the school's catering system.

Starting after the Easter break, from Monday, 28 April 2025, our school will transition to a completely cashless catering system. This means that pupils will only be able to purchase food and drinks at school using funds deposited via the ParentPay platform.

For those who may not be aware, ParentPay is a secure and convenient way to manage school-related payments, ensuring smoother transactions for both parents and pupils. To ensure your child can continue to access catering services, we kindly ask that you set up and top up your ParentPay account before the start of the new term.

If you are already using ParentPay for other payments, there is no need to make additional arrangements; simply ensure that there are sufficient funds in your child's account for catering purchases.

This move to a cashless system aims to reduce administrative time, minimise the handling of physical money and ensure safer transactions for our pupils.

Should you have any questions or require assistance with setting up your ParentPay account, please don't hesitate to contact the school office at [finance.ows@oldburywells.com](mailto:finance.ows@oldburywells.com) or on 01746 765454.

Thank you for your understanding and cooperation as we make this transition. We are confident that this change will benefit the entire school community and help streamline processes for everyone.

Yours faithfully

**Miss Nicole Carter**  
Business and Operations Manager

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