



Redhill Parent Enquiries
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Website: <http://redhillschool.co.uk>

REDHILL PRIMARY ACADEMY

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Nursery: 01952 327253

Dear Parents

20th December 2018

As you are aware, we have launched our new payment site, Parent Pay. Activation letters have been sent out and hopefully you have now had chance to activate your child's account. As of 1st January 2019 we will be using this for Extended Clubs (Breakfast and after school club) and Nursery, therefore Tucasi SCO Pay will no longer be in use as of 31st December 2018.

Please ensure that your account balances are cleared by **31st December 2018**, any credits on accounts will be carried forward. Payments can be made via Parent Pay, Tax Free Childcare via the gov.uk website or by Childcare vouchers. Please ensure whichever payment option you choose that you have selected the correct account and there is a reference clearly stating your child's name and what it is your paying for, i.e. Nursery / Extended as without this we will not be able to allocate the payment to your account.

If you are paying for extended clubs by childcare vouchers or via the Tax Free Childcare please email redhill.extendedclubs@redhillprimary.co.uk or for Nursery, please email redhill.nursery@redhillprimary.co.uk to notify us that your payment has been made. No payment will be allocated until it can be cross referenced within the bank account.

Parent Pay is a web based system and therefore you will need to log on to view account balances, you can see on screen what you have been charged for and payments that have previously been made. Your set sessions will be populated at the beginning of each month and accounts will need to be paid by the end of each month. Failure to clear balances by this time will incur a 10% charge of your outstanding balance.

Nursery parents please note that your child's sessions will now be populated on a monthly basis, rather than half termly.

Kind regards

K Bradburn
After school Club Administrator

D Jones
Nursery Administrator

"Reaching for new heights, together"

