

July 2022

Child Account Reference for: (FORENAME / SURNAME)
Unique Reference for iPay: (SENT TO PARENT / CARER)

Dear Parent/Carer,

**Outwood Academy Acklam
Online e-Payments for School Meals and Other School Purchases.**

Outwood Academy Acklam has introduced iPayimpact online payments to eliminate the need for your child to carry cash to school.

Please note, there are **no** facilities within the academy to accept any cash payments. This includes payments for school meals including break-time snacks and for school uniform including ties and trips.

It is therefore imperative that parents register in the iPayimpact online payment system immediately so any issues can be resolved. Individual log-in details can be found above.

To make purchases from the academy each pupil has an account. If they are to purchase meals and snacks from the canteen, you will need to top up their account. Funds can only be added to your child's account **online**. Please ensure that your child has adequate funds available before any purchase is attempted.

For those students in receipt of Free School Meals, the daily amount will be allocated automatically to your child's account. Any applications for Free School Meals must be made through Middlesbrough Council.

If you wish to allow your child to make additional purchases at break times, you can register and make additional payments as and when required.

The cost of a school meal is **£2.25** (a recent change), this includes a main meal and a Dessert OR Drink.

If the student would just like to purchase a main meal without a dessert or drink the cost is **£1.75**.

Students will have an overdraft limit added to their iPay account of **-£6.75 (equivalent to 3 school meals)**.

If a student tries to retrieve a lunch, and they have insufficient funds on their account (anything from below £1.75 to £0), they must go to Student Services to receive a lunch pass. Students will be able to do this up to **three times only**.

If no effort has been made to clear the negative balance, the student will be unable to purchase a school meal and you will need to provide them with a packed lunch until the negative balance is cleared.

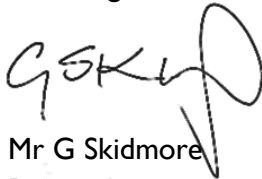
In order to use the iPayimpact website you will need to register via www.ipayimpact.co.uk

Once registered you will be able to make payments directly into your child's account.

All details can be found on the attached information sheet.

Should you have any queries please do not hesitate to contact Student Services on 01642 818200.

Kind Regards

A handwritten signature in black ink, appearing to read 'GSKIDMORE', with a large, stylized flourish at the end.

Mr G Skidmore
Principal

Go to <https://www.ipayimpact.co.uk>

REGISTER



- Click on the **Register** button.
- **Child Account Ref** – Enter the reference provided for your child.
- **Username** - Enter a username that you will remember. This will be asked for each time you login to your account.
- **Email** - Enter a valid email address.
- **Confirm Email** – This must be the same email address as entered in the previous box.
- **Password** - Enter a password (must be a minimum of 6 characters).
- **Confirm Password** – This 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.

ACTIVATE

An email will be sent to your email account. Activate your account by clicking on the link provided in the email. This will activate your account and allow you to login using the credentials you entered during the above registration process.

LOGIN

Login to your account, update your personal information and save.

Link additional children (if you have more than one child at this school or another using iPayimpact).

- Go to Child Accounts on the menu, your first child will be displayed.
- Click on the 'Link a New Child Account' button.
- Enter the Child Account Reference for your other children as detailed in this letter or a similar letter from another school.
- Click Find School and Account - choose the school from the list (if displayed).
- Click the Link Account button.

Outwood Grange Academies Trust, a company limited by guarantee registered in England and Wales with company number 06995649.

Registered office address: Potovens Lane, Outwood, Wakefield, West Yorkshire WF1 2PF.

VAT number: 158 2720 04. Outwood Grange Academies Trust is an exempt charity.

A list of Directors' names is open to inspection at our registered office.

MAKE A PAYMENT

- Go to the Home Page and add items you wish to pay for into the Basket.
- Proceed to Checkout.
- You will be directed to the Capita Payment Gateway where you can enter your debit or credit card details securely.
- You will receive an email receipt of your payment once it has been authorised.

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