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Headteacher: Mrs L Schlanker BSc (Hons) QTS NPQH
Deputy Headteacher: Mrs E Bingham BA (Hons) QTS NPQSL

January 2026

Dear parent/carer,

When making a payment on Parent Pay add the items to the basket and complete the steps below for immediate payment.

1. Select **Other payment method** to use a debit or credit card.
2. Enter your card details.

Secure checkout

Your payment information

Card number

Cardholder name

Expiry date

cvv

Why we need this information

Review payment

Cancel

3. Select **Review payment**.
4. Confirm the payment if you are happy to proceed.
5. You will receive an onscreen confirmation message once complete.

If selecting 'One-Click Payments', please be advised that this method can take up to ten working days to collect funds from your bank account. Please ensure that you have sufficient funds in your bank account to cover your purchase when the money is collected rather than date of transaction on Parent Pay or the payment will fail.

Kind regards,

Baddow Hall Infant School

