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Ysgol Gyfun
PORTHCAWL
Comprehensive School

Headteacher/Pennaeth: M. J. Stephens NPQH, P Dip Ed, BA (Hons)

Deputy Headteacher/Dirprwy Bennaeth: D.W.A Beard BA (Hons)

Deputy Headteacher/Dirprwy Bennaeth: C-A. Painter BA (Hons)

22nd May 2024

Dear Parents / Carers,

Cashless Catering - Update

We continue to plan for the introduction of a cashless payment system within our school canteens. This will go 'live' on Monday 3rd June 2024.

Important dates:

- **Thursday 23rd May and Friday 24th May** – pupils in Year 7 to Year 10 will register for the cashless payment system. E.g. they will activate their accounts. On these days, each pupil will either have their biometric data (thumb print) taken or they will be issued with a unique code for payment. Only those pupils with consent will complete the biometric registration.
- **Monday 3rd June** – the system will go live. On this day, pupils will pay at the school tills using either the biometric payment method (thumb print) or a code. The company who are setting up the system will also be on site to support with the launch. E.g. to ensure the system functions effectively.

As per my previous letters, parents/carers must ensure they have activated their Parent Pay account and ensure they have loaded funds onto their child's account prior to the 3rd June. In school we can already see that many parents/carers have started to do this.

There will be a validation unit installed in the school reception area (A Block) that will allow pupils to add cash onto their account if online upload of funds is unavailable. E.g. bring a small amount of cash into school and load this onto their account.

Those pupils on study leave (Year 12) and those pupils in Year 11 who plan to return to the Sixth form in September will register at a later date.

If you have any questions, please contact: info@porthcawlschool.co.uk

To read the detailed letter sent on Monday 22nd April, please see link: [Cashless-Catering-Initial-Letter-April-2024.pdf \(porthcawlschool.co.uk\)](#)

Best wishes,

Mike Stephens

M Stephens
Headteacher