

*Be inspired and achieve together*

29<sup>th</sup> September 2020

Dear Parent/Carer

**Re: Cashless catering system (SCOPAY)**

In order to minimise infection within school we are encouraging parents and carers to take full use of our cashless catering system (SCOPAY). You will have noticed that most shops have already moved to cashless and contactless transactions because handling cash increases the risk of infection risk.

We are asking that parents/carers top-up their child's account online and do not send their child into school with cash as this is a much less convenient transaction and also involves increased infection risk.

SCOPAY is a secure online payments system and has been designed to give you the freedom to make payments, securely by debit or credit card, at your convenience. Your account will also allow you to purchase other resources such as revision guides, trips, events and music tuition. You can use the same account for any children you have at this school, and for children at other schools which also use the SCOPAY system.

If you have a SCOPAY access letter but have not yet created your account please visit the [SCOPAY website](#) and follow the instructions in the letter.

If you do not have an access letter, or require a link code for your child, please send an email to [finance@arnoldhillacademy.co.uk](mailto:finance@arnoldhillacademy.co.uk) to request your registration information.

Further information, including guides for parents, is available from the SCOPAY website [here](#).

If you require any further assistance please contact the Finance Team.

Yours faithfully

Mr Robertson  
Principal

Arnold Hill Academy is part of the Spencer Academies Trust

Registered office: Arthur Mee Road, Stapleford, Nottingham NG9 7EW

The company's registered number is 7353824