



Head Teacher: Lucy Rodgers

Deputy Head: Wendy Wayland

7th December 2018

Dear Parent/Carer

You have not yet activated your ParentPay account and we need you to do so before the end of term. We will be offering help and guidance for parents at the following times next week Monday to Friday:-

8.30 am – 9.30 am

11.25 am - 12.35 pm

3.00 pm – 3.30 pm

ParentPay is not just used to pay for school lunches and trips it is a method by which we are increasingly communicating to parents. It is therefore essential that all parents have an active account even if they do not need to pay any money into it. Should you have any concerns or queries about activating your ParentPay account then please speak to a member of our office team who will be happy to help you.

Best regards

Colindale Primary School



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