

## ONLINE PAYMENTS HELP SCHOOL IMPROVE EFFICIENCY

### WHY DID YOU INTRODUCE PARENTPAY?

Sue Alderson, School Business Manager at Southborough Primary School in Bromley explains: "We introduced online payments to reduce the amount of cash and cheques coming into school, which would also save us administration time."

Sue continues: "We were keen to have a system that allowed the payments to link into a school meal package to avoid any double entries."

### BENEFITS TO THE SCHOOL

Southborough has realised multiple benefits since introducing online payments: "The amount of cash and cheques our team has to count and bank has dropped significantly, which has had a positive impact on staff due to the time this has saved."

With all payments and receipt records available online, it is easy for us to locate and check payment details to answer any parent queries. Parents can also readily see what they have paid and what they owe."

### ENCOURAGING PARENTS TO PAY ONLINE

There are a number of ways to get parents on board. Sue outlines what has worked for Southborough: "We send out regular letters to parents explaining this is our preferred payment option. We exercise a cashless agenda at our before and after school club for security reasons, which is now almost cash free. In the past, we have also invited parents into school to show them how to use the system at parents' evenings."

### SOUTHBOROUGH PRIMARY OFFERS ADVICE TO SCHOOLS

Sue explains: "Most parents have some kind of electronic device. Whether this is a computer, laptop, tablet, or smart phone, so they are used to paying for things online. Initially, it is important to spend some time helping parents who may be nervous of IT. Once convinced though, parents rarely go back to cash or cheques."

#### OBJECTIVE

Save administration time by removing cash from school. Make paying more efficient. Improve security.

#### SOLUTION

Introduce online payment system that allows parents to pay conveniently and school to collect payments more efficiently

#### OUTCOMES

Reduced cash in school. Improved security. Significant time savings.



Parents can readily see what they have paid and what they owe

Sue Alderson  
Southborough Primary School