

WESTMINSTER SCHOOL NO LONGER ACCEPTING CASH

ST MATTHEWS CE PRIMARY ON GOING CASHLESS

David Richards, School Business Manager at St Matthew's outlines the reasons why they decided to go cashless: "We wanted to remove cash from school, whilst increasing the number of convenient payment channels for parents."

SOCIALLY INCLUSIVE PAYMENT OPTIONS

PayPoint is an option for parents who are unable to pay online with a debit or credit card. David states: "I think there is a mistaken view that it is more socially inclusive for parents to queue up within a school on a Monday morning and pay their child's lunch monies over the counter..."

SELECTING AN ONLINE PAYMENT SYSTEM

David explains St Matthew's requirements: "we considered various options to see if they would be compatible with the other systems already in place in school. There were a few key points including ParentPay's reputation and the costs involved which made our decision for us."

REALISING THE BENEFITS

St Matthew's wanted to introduce an online payment system to remove cash from school, and they did just that:

"We have seen a number of positive changes in school since introducing ParentPay" says David: "The amount of administration has reduced along with debt levels, which has been fantastic. ParentPay has saved our staff countless hours which can be put to better use elsewhere and help save money."

David adds: "Not only has it made life easier for the school, but parents have found the process much easier and more convenient too."

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OBJECTIVE

Remove cash from school. Make paying easier for parents. Reduce admin and debt.

SOLUTION

Collect payments online for all items. Offer PayPoint for cash payers.

OUTCOMES

No more cash in school. Save staff resource. Reduced debt and convenient for parents.



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David Richards
St Matthew's CE Primary School

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PLEASE CALL 02476 994 870

ST MATTHEWS MESSAGE TO OTHER SCHOOLS

David explains: "Ultimately, it's down to individual schools to collect payments and so the onus is on them to look at how it's best/easiest to do this.

Operating a cash facility in school is unnecessary, given the options available through ParentPay. I cannot understand why a school would not use a service such as the one provided by ParentPay!"

REMOVING CASH FROM SCHOOL

"It is the easiest way to pay, and therefore little encouragement has been needed" David adds: "Provide parents with their log in details, and a barcoded letter if requested. If they insist on using cash, they can pay at their local PayPoint store. Give parents time to activate their accounts, the rest just follows!"



USEFUL TIPS

1. **AGREE A CASHLESS STRATEGY WITH SLT AND COMMUNICATE THIS TO ALL STAKEHOLDERS**

Your strategy could be something as simple as: From next term we'll be offering and encouraging parents to pay for items online, helping us reduce cash in school. Our aim is to be totally cashless in 5 years. Or your strategy could be more aggressive: All parents must pay online or through PayPoint from next term.

2. **HAVE A PLAN THAT CAN DELIVER YOUR STRATEGY**

Plan key timescales including an onsite system demonstration, getting sign-off by SLT/Governors, staff training and roll-out. ParentPay advisors can help you with this.

3. **RAISE AWARENESS AND INTEREST**

Central to your plan should be communication with parents and staff. Keep communication simple and positive. Our advisors can work with you to plan communications to suit your school. Aside from using your website, you could also use letters and emails as well as parent's evenings and events.

4. **SPARK ACTION**

Consider a promotion to encourage parents to pay online or through PayPoint. Eg: for a specific event or school trip.

5. **BE INCLUSIVE AND PROVIDE FOR CASH BASED PAYERS**

94% of parents prefer to pay online, but for those who don't or can't, sign-post them to PayPoint. There are over 33,000 local shops offering PayPoint across the UK.

6. **REMEMBER ALERTS AND REMINDERS**

Provide balance or new payment notifications via ParentPay's email and text system to increase early payments and drive uptake

GET STARTED, IT'S SIMPLE

Our experienced advisors are ready to help, they can answer any questions you may have; provide a quote for your school; or give a demonstration of our system. You can even arrange to see us in person; we'll visit your school and show you and your staff how it all works.

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