

19 June 2023

Dear Parents/Carers

School Payments

From the new academic year, we will be switching our online payment method from Scopay to Arbor Payments.

By doing this we are reducing the number of logins you require as a parent/carer, as your Arbor Parent Portal login will be where you make payments. This will be for meals, trips, and all other payments.

Once live you will be able to make payments either by the Arbor app or web version of the Parent Portal. Any outstanding balance on Scopay will be transferred over to Arbor.

We have started trailing this with some small trips and items that we sell before going live for everyone in September. This is to ensure a smooth transition when the time comes in August. Important dates shown below.

Friday July 30 – From this date payments will no longer be accepted into Scopay. The system will be closed and all reporting completed to allow amounts remaining in active accounts to be transferred to Arbor.

Monday 14 August – Arbor goes live. You will be able to pay in preparation for the Autumn term from this date.

If you have any questions about this, please contact Mr Stephen Hudson (MIS & Data Manager), <u>Stephen.Hudson@mrc-academy.org</u> or Mrs Katherine Chard (Business Manager), <u>Katherine.Chard@mrc-academy.org</u>.

Yours sincerely

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