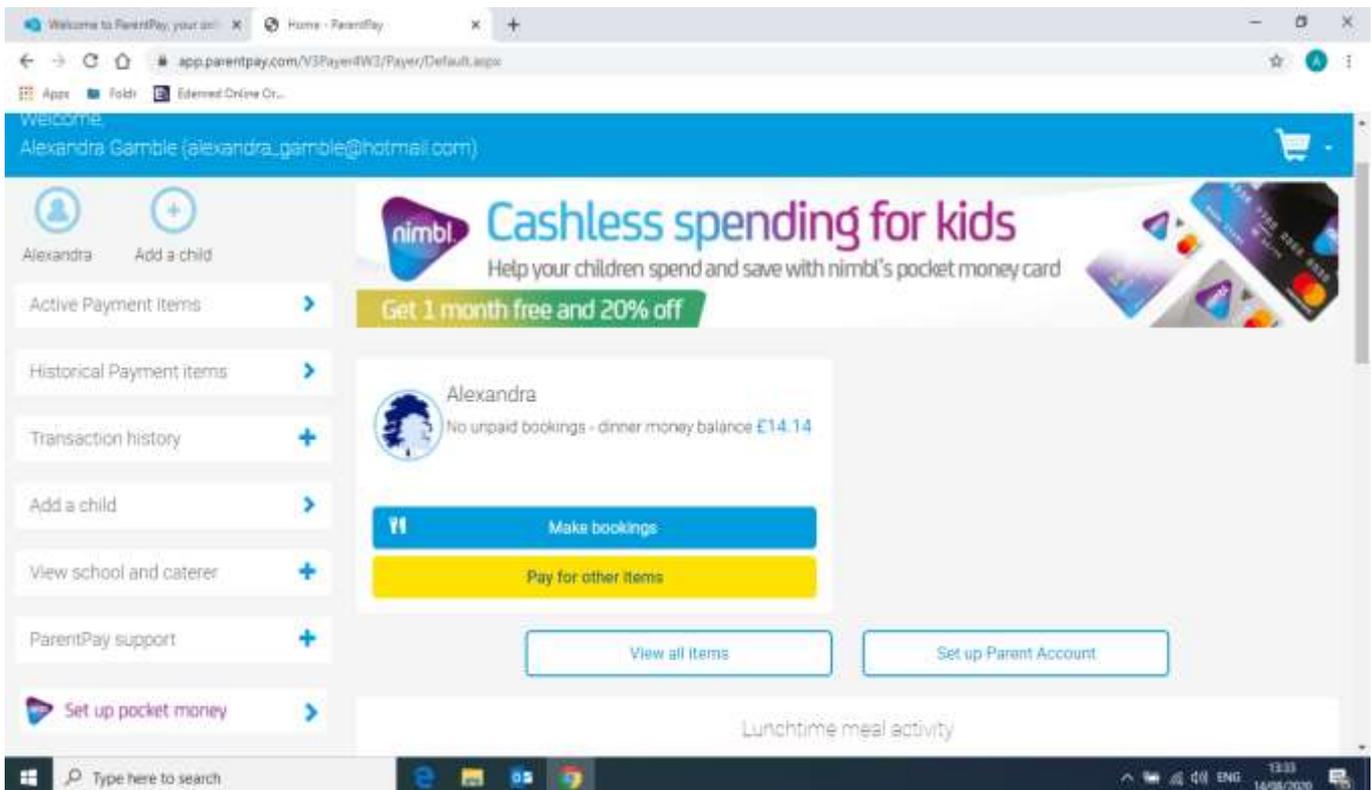
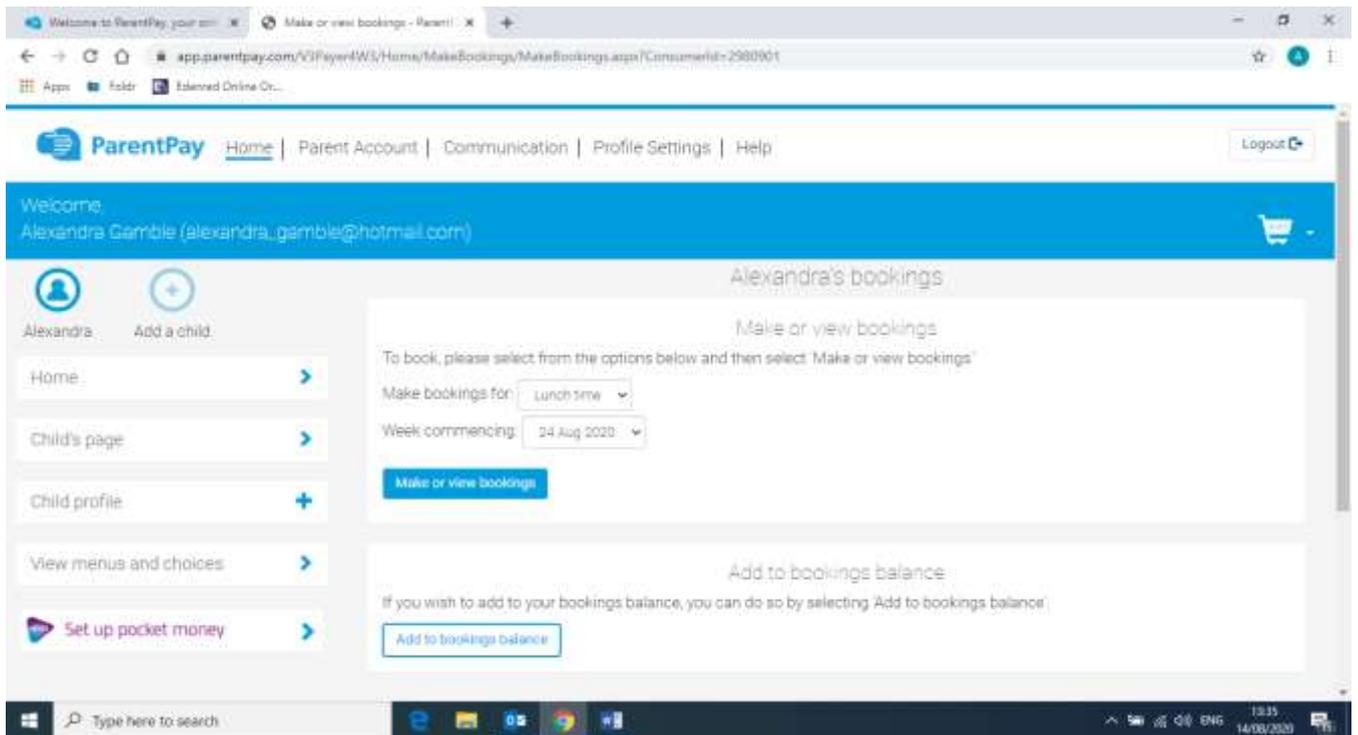


## Guide to using the meal booking system on parentpay

- Go to [www.parentpay.com](http://www.parentpay.com) and log in.
- Select the child to make bookings for if you have more than one child on your account.
- Select **Bookings > Make or view bookings**

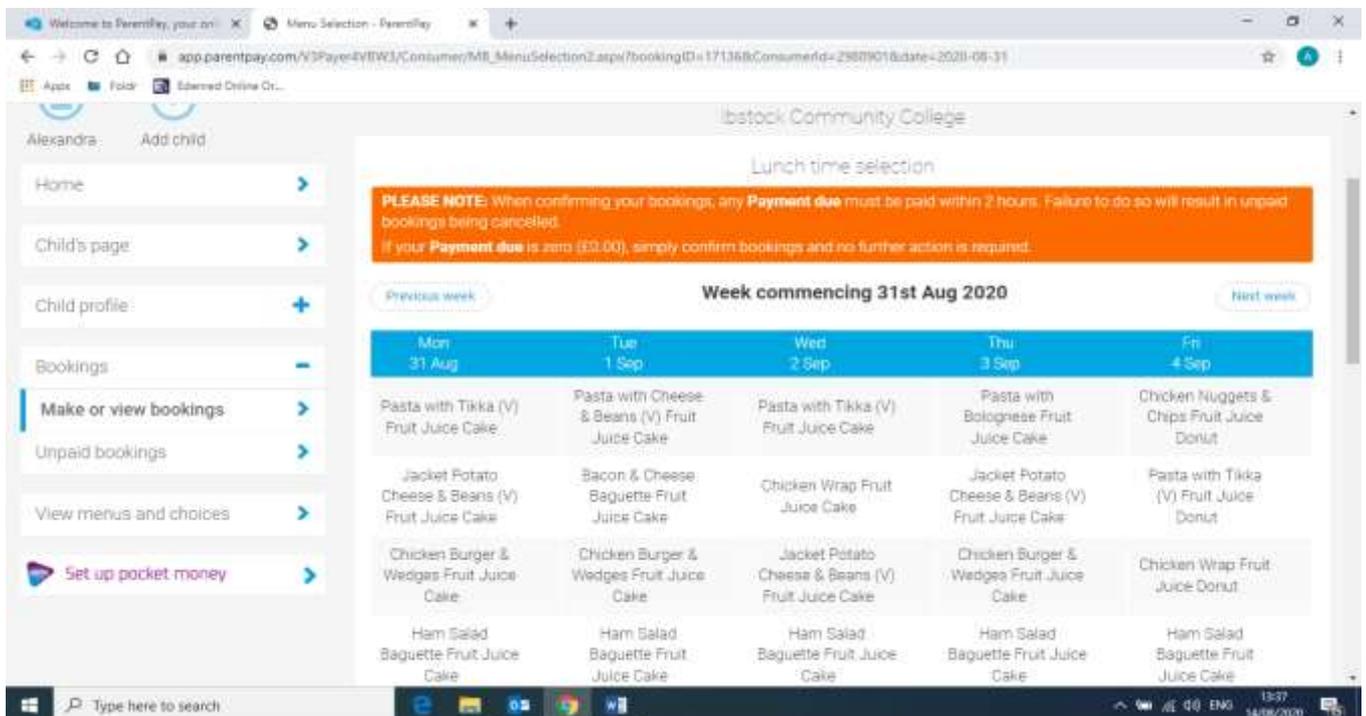


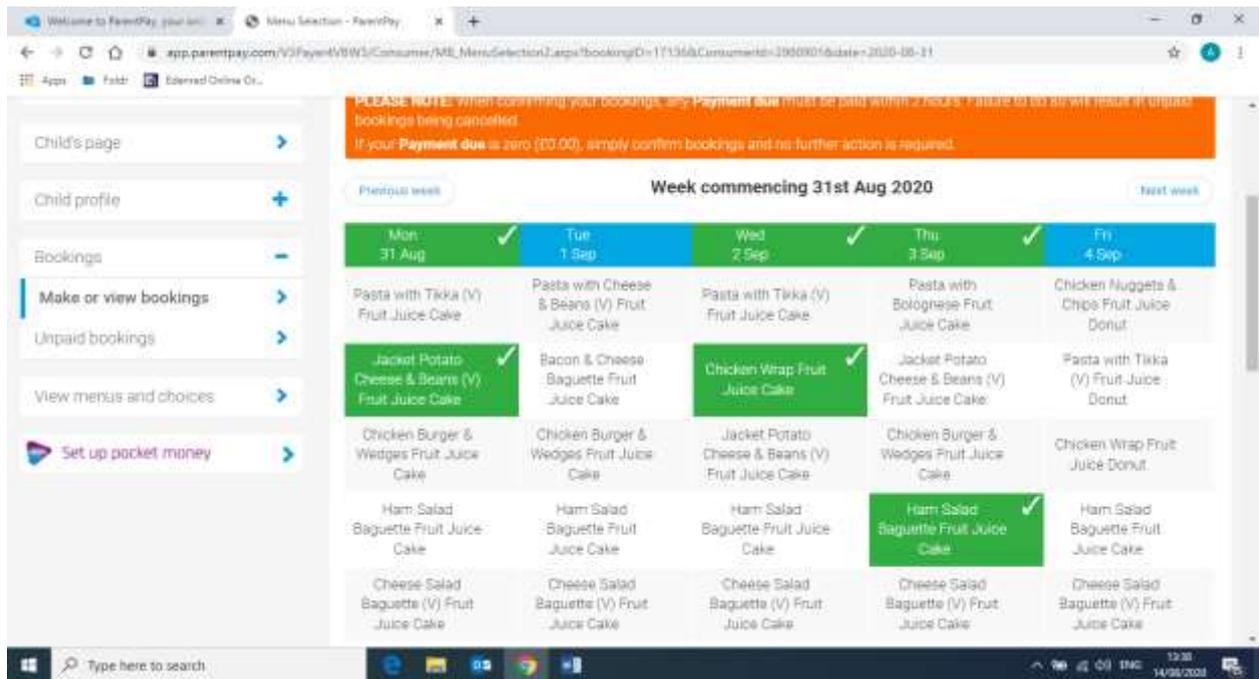
- Select the time of day that you wish to make a booking for.
- Select the week to view
- Click on **Make or view bookings**



You will then see the menu for the week

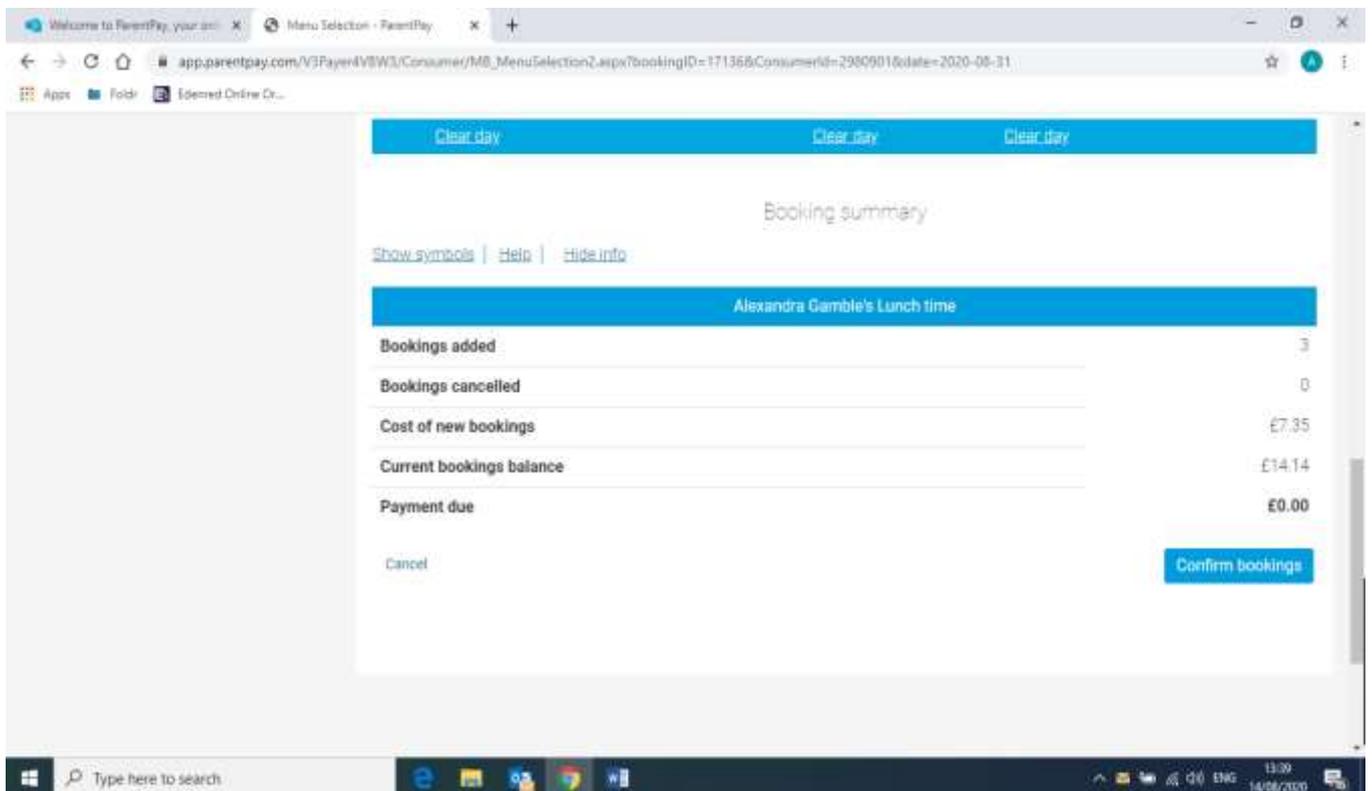
You can then make your menu selections by clicking on your choice of meal for each day.





You will then see your selections as above.

Scroll to the bottom of this page and your summary will be displayed at the bottom of the page with any unpaid bookings showing in red.



If you receive free school meals your balance will show a zero and you will not be charged. **However you do still need to ensure that you confirm the booking or it will be automatically cancelled.**

Review the booking summary and select **Confirm Booking**

**WARNING: Any bookings must be confirmed and (if required) paid for within 2 hours of selecting them. Failure to do so will result in the bookings being automatically cancelled.**

Any credit in your Parent Account will be used to pay for the meals. Any remaining cost can be paid by Bank Transfer (if enabled), Visa Checkout or Other payment method as shown on the screen below.

**Basket**

Item	Total cost	Edit	Remove
Adam - Bookable school meal	£9.20		

**Order summary**

Items:	£9.20
Total:	£9.20
Pay by Parent Account credit:	-£0.00
<b>Amount to pay:</b>	<b>£9.20</b>

**Children in Need** 50p  
Tell me more [Add donation](#)

Pay by

- [Bank Transfer](#)
- [VISA Checkout](#)  
Tell Me More
- [Other payment method](#)
- [Continue shopping](#)

Welcome to ParentPay: your app | Menu Selection - ParentPay

app-parentpay.com/V3/Parent/Menu/MakeBookings/NoChargeForBookings.aspx?ConsumerId=2982901

Apps | Folder | Edmond Online Dr...

ParentPay Home | Parent Account | Communication | Profile Settings | Help Logout

Welcome, Alexandra Gamble (alexandra\_gamble@hotmail.com)

Bookings saved  
Your bookings have been successfully saved. There is no charge for these bookings.

Return to child page

Alexandra Add a child

- Home
- Child's page
- Child profile
- View menus and choices
- Set up pocket money

Type here to search

13:44 14/04/2020