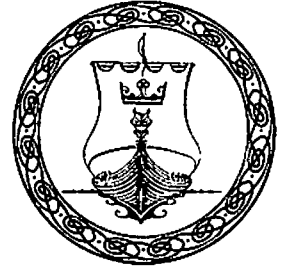


# Queen Elizabeth II High School

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HEAD: Ms. S. M. MOORE, B.A., M.B.A.



March 2016

Dear Parent/Carer

**ParentPay is coming to Queen Elizabeth II High School in this Academic Year.**

ParentPay is an online payment service allowing you to add money to lunch cards and to make other school purchases from a computer at home, work, or elsewhere, at any time. The service has been used successfully at one of the Island's secondary schools for several years, and is now being offered at other schools including Queen Elizabeth II High School.

At Queen Elizabeth II High School, ParentPay will first become available to top up students' lunch cards. Looking to the future we hope to extend its use to school trips and to other school purchases. There are no intentions to withdraw other ways of paying during this academic year; you will be able to continue to put money on your child's lunch card using the cash loaders if you prefer, as well as, or instead of using ParentPay.

There are other benefits to and features of the ParentPay service, which are set out in the enclosed leaflet. There is no cost to parents for using the service.

If you would like a ParentPay account please complete the reply slip below, once the system is live we will issue you with secure login details in to access your account.

To understand how the Department of Education and Children obtains and processes your information please visit this link:-

<https://www.gov.im/about-the-government/departments/education-and-children/data-processing/>

As a member of a school community it is necessary to process your information but this will only be done in accordance with the Data Protection Principles.

The information you provide, and that obtained from other relevant sources, such as registers, letters you send in, forms etc. will be treated confidentially and used by your child(s) school to fulfil its legal/statutory obligations. Elements of this information may also be shared with trusted third party's who support the school in the delivery of their statutory requirements, where necessary to confirm factual information provided by you, to protect public funds, including the prevention and detection of fraud and/or otherwise required by law.

Yours faithfully

Ms W Creasey  
ParentPay Co-Ordinator

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**ParentPay**

Student Name..... Tutor Group .....

Please tick one box:

- I would like access to ParentPay for the student named above
- I do NOT want access to ParentPay for the student named above

Parent / Guardian Name ..... Parent / Guardian Signature .....