



'Work hard, be kind'

7th October 2014

Dear Parent / Carer

Birklands Primary School will shortly be introducing a cashless catering / payments system. The system is called sQuid and will provide you with a facility to be able to pay for your child's school meals online.

We will be introducing the system with effect from 3rd November 2015 and after this date we will no longer be accepting cash or cheques as payment for school meals or tuck shop.

Each child will be issued with a registration letter next week and a guide on how to register a sQuid account. If you have any problems or queries on how to register, please see Mrs Hughes in the school office who will be happy to help.

sQuid will offer you various ways to pay:

- Credit / Debit Card.
- Bank Transfer

Payment via Debit Card is free providing the top-up is for a minimum of £10 Bank Transfer is totally free to you. Credit Card payment will incur a % fee depending on the type, you will however be notified of this charge before your payment is finalised should you wish not to proceed.

If you wish to pay by either Bank transfer you will need to provide sQuid's sort code and account number along with a unique **reference** number for your child's account. Once you have registered a sQuid account this information will be available under 'Top-Up' and then under 'Bank Transfer'.

Once you have registered a sQuid account and topped up by £10 or more your account will be credited with the value of a cost of a meal as an incentive from Nottinghamshire County Council Catering Services.

If you do not have access to the internet at home then accounts can be topped up here at school.



Appleton Street, Warsop, Mansfield, Notts, NG20 0QF. Telephone: 01623 842163 Email: office@birklandsschool.co.uk

We hope you will take the time to register your child's account and start to receive the benefits that the system provides, for example viewing all your transactions including when your child has a meal at school. sQuid also provide an Auto Top-Up facility which enables you to select an amount so that when your child's account falls below this amount, sQuid will automatically top up their account by £15 or more from the fund details that you supply. Low balance emails will be sent to you ensuring your child's account is always topped up.

sQuid also offer a dedicated customer service which you can access via your sQuid account under 'Contact Us.'

If you have any questions about the setting up and running of your sQuid account, please contact the school office for help.

Kind regards



Mr N Copestake
Head of School

