



July 2019

Dear Parent/Carer

Please be aware that, as of Tuesday 3 September 2019, Appleton Academy will no longer be accepting manual card payments (also known as MOTO payments) over the phone for any items available to purchase on ParentPay.

This is due to the limited number of transactions we currently process via this method and the annual charge incurred for the licence which supports the manual card payment facility. This licence covers the associated security processes and administration for the use of MOTO payments. However, as we receive very few requests from parents to process payments in this way, it is not cost efficient for the Academy to continue to provide this service.

We apologise in advance for any inconvenience this may cause, however, you will still be able to process card transactions yourself on your own ParentPay account. If you have used MOTO payments in the past, you will also be able to request a letter from the Main Office, which will include a barcode to allow you to access and pay for any items/trips.

Should you have any questions or concerns about this decision or any issues using ParentPay in the future, please contact the Main Office on 01274 600550.

Yours faithfully

Ms H Jones
Principal