



Trinity School

A Church of England
Academy

Registered Address: Strand Road
Carlisle
Cumbria CA1 1JB

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Ms J Hawkin
Headteacher

22 August 2023

Dear Parent/Carer

Re: Online E-Payments for School Meals and Other School Purchases

Child Account Reference for:

Reference ID:

Example Student

1AXbcd9e9Z/X

As you may be aware Trinity School operates iPayimpact online payments for a variety of school services including school meals, trips, events plus much more. As a cashless school this helps to reduce administration and cash handling in school.

In order to use the ipayimpact website each student has an account. Please follow the instructions below to set up your account:

- If not previously registered on the site. Go to <https://www.ipayimpact.co.uk>
- Click on the Register button
- Enter the Child Account Ref of your child.
- Username – enter a username that you will remember. This will be required each time you login to your account
- Email – enter a valid email address
- Confirm Email – must be the same email address as entered in the previous box
- Password – enter a password (must be a minimum of 8 characters, include one number, one uppercase letter and one symbol)
- Confirm Password – must be the same password as entered in the previous box
- Maths Test – please insert your answer
- Agree to Terms – Please tick this box. You can view the terms as required.

An email will be sent to your email account. ACTIVATE your account by clicking on the link provided in the email. This will ACTIVATE your account and allow you to Login using the credentials you entered during the registration process.

- LOGIN to your account
- Update your personal information and save

If you have other children at this school or other schools and you have received a similar letter to this, you can link them to your new parental account:

- LOGIN to your account
- Click on the Child Accounts tab
- Click the Link a New Child Account button
- Enter the Child Account Ref for the child – see this letter or other similar letter
- Click Find School and Account – select the school from the list (if offered)
- Click the Link Account button

HOW TO MAKE A PAYMENT

- From your Home Page – school meals account will show, and you can add funds directly on to the school meal balance (minimum £1.00)
- For all other product (named as funds), go to auto payments, create auto payment, from here you can see all funds available to purchase
- By using Pay option, you can choose an amount you wish to pay from a min £1.00. Alternatively, if the option 'auto pay' is available you can add a credit or debit card and set up to 10 auto payments to come directly from your account (like a standing order)
- You can add multiple options to your basket, when clicking 'proceed to check out' you can pay for all items currently in the basket in one payment.
- You will receive an email receipt of your payment once it has been authorised.

Should you have any questions on the above, please contact the school on 01228 516051.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'D Foulkes', written in a cursive style.

Mr D Foulkes
Business Manager