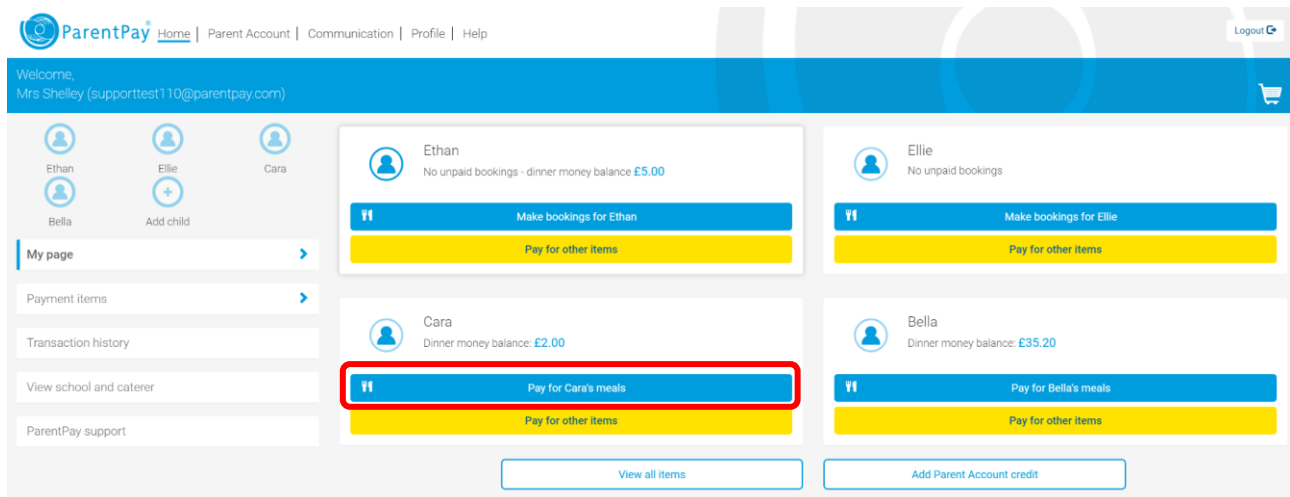


# How to pay for items

To pay for school items you would need to –

1. Navigate to [www.parentpay.com](http://www.parentpay.com) and log into your account
2. Select either **Pay for .....meals** or **Pay for other items** for the child you want to pay for



3. Enter the amount you wish to pay (between the minimum and maximum amount set by school) and select **Add to Basket**.

Note: if you have sufficient credit in your Parent Account, you can select to **Pay by Parent Account**

**Cara - School Meals for Oceania Primary School**  
Balance: £2.00

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The minimum payment for school meals is £10.00 [more...](#)

**How much would you like to pay?**

£ 10.00

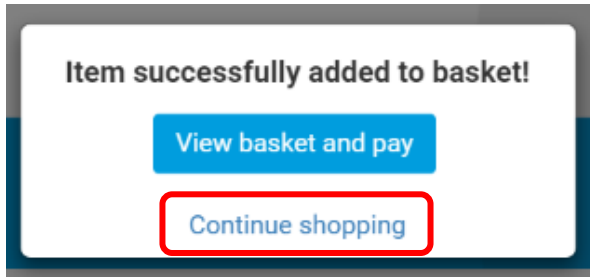
Min - £10.00 / Max - £250.00 (set by school)

**Add notes**

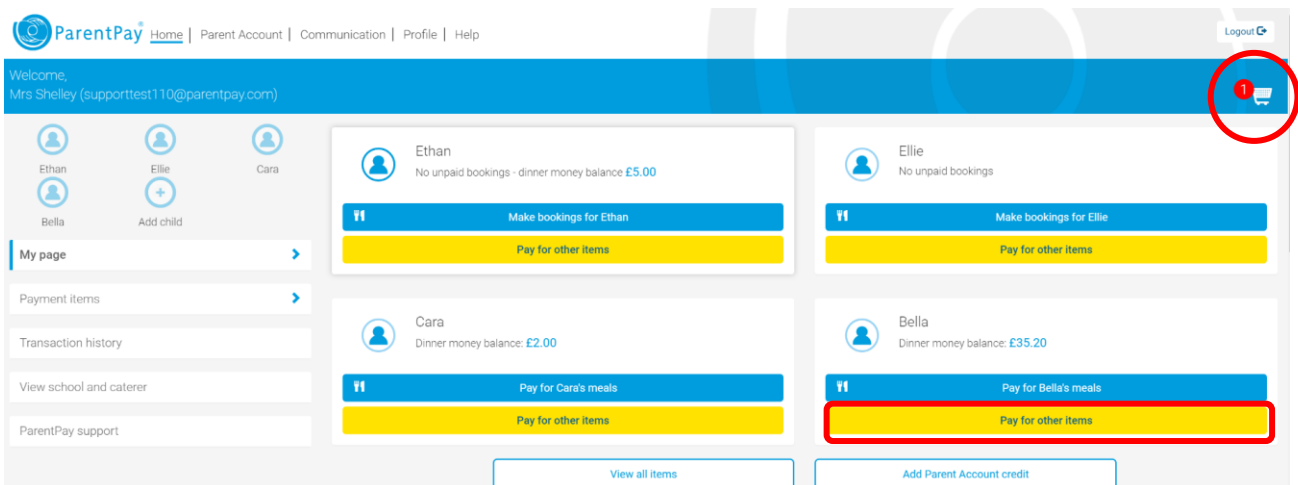
Add notes here

What is this?  
 Cancel

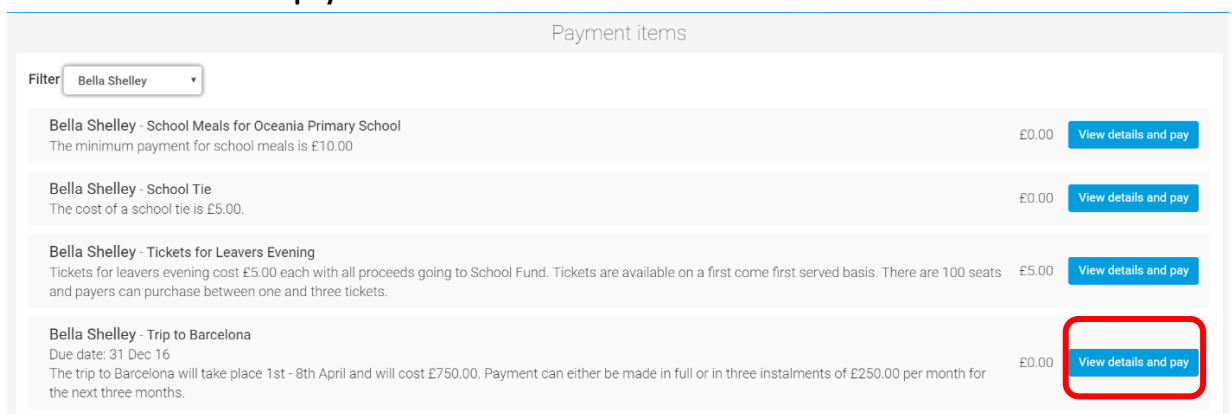
- You can select to **View basket and pay** or if you wish to pay for more items select **Continue Shopping**



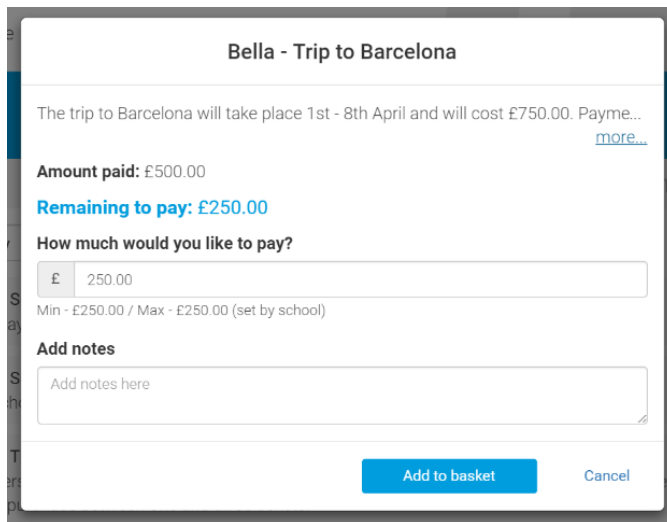
- Select either **Pay for .....meals** or **Pay for other items** for the child you want to pay for (the basket will show that there is an item awaiting payment)



- By selecting **Pay for other items**, you will see a list of all the items available to make payment for. Note: you can use the filter at the top of the page to see items for all of your children
- Select **View details and pay**



8. Enter the amount you wish to pay and select **Add to Basket**



**Bella - Trip to Barcelona**

The trip to Barcelona will take place 1st - 8th April and will cost £750.00. Payme... [more...](#)

**Amount paid:** £500.00

**Remaining to pay: £250.00**

**How much would you like to pay?**

£ 250.00

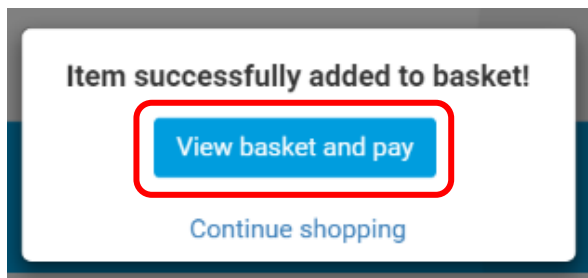
Min - £250.00 / Max - £250.00 (set by school)

**Add notes**

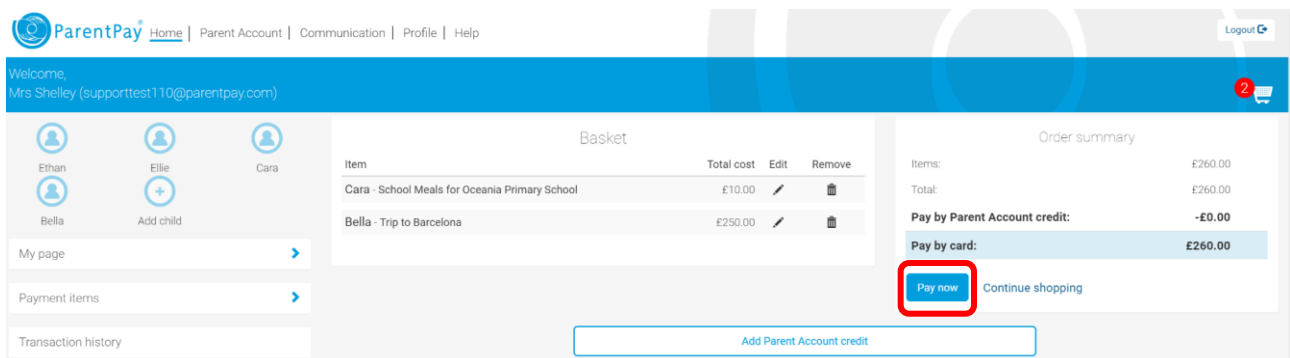
Add notes here

**Add to basket** Cancel

9. Select **View basket and pay** or **Continue Shopping**



10. Review your payment and then select **Pay now** or **Continue Shopping**



ParentPay Home | Parent Account | Communication | Profile | Help

Welcome, Mrs Shelley (supporttest110@parentpay.com)

Basket		Total cost	Edit	Remove
Cara - School Meals for Oceania Primary School		£10.00		
Bella - Trip to Barcelona		£250.00		

Order summary	
Items:	£260.00
Total:	£260.00
Pay by Parent Account credit:	-£0.00
Pay by card:	£260.00

**Pay now** Continue shopping

Add Parent Account credit

11. If you have a stored card(s) on your account you may select and pay with this card, entering only the Security code/CVV and selecting Review Payment

If you have no stored cards, or you wish to use a card not currently saved on your account, select Edit card/Use different card. You can now enter your card details into the secure payment page.

12. Select Review Payment and then Make Payment to complete the process.