

St Mary's C.E. Primary School

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Headteacher: Jane O'Brien



23rd January 2026

Dear Parents and Carers

I am writing to inform you of an important change to the school's payment arrangements, which will take effect immediately.

From now on, the school will no longer accept any payments in the school office. This includes cash, card, or any other in-person payments. All payments must be made through your child's online payment account. This is your School Money account, and if you use the App, Teachers2Parents.

This change allows us to continue to manage payments securely but ensures our processes reflect current best practice.

Please note that childcare vouchers are not affected by this change and will continue to be processed in the same way as they are now.

If you have any difficulties accessing your online payment account, or if you have questions about making payments, please contact the School Office and we will be happy to help.

Thank you for your understanding and co-operation.

Yours faithfully

Rebecca Greensmith

Rebecca Greensmith
School Business Manager