



OXFORDSHIRE COUNTY COUNCIL

SARAH NISBETT, HEADTEACHER

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Dear Parents/Carers

How to get started with ParentPay...

When your child starts at Ducklington Primary School we will send you your account activation username and password. Once you receive these:

- Visit www.parentpay.com
- Enter your Activation username and password in the Account Login section of the homepage. *NB. These are for one-time use only, you will choose your own username and password for future access during the activation process*
- Provide all the necessary information and choose your new username and password for your account - registering your email address will enable us to send you receipts and reminders
- Once activation is complete you can go to straight to Items for payment, select which item(s) you want to add to your basket and proceed to complete your payment

If you have any questions, please contact the school Finance Office.

Yours sincerely

Ms Sarah Nisbett
Headteacher

For more information please click here. Link to
https://www.parentpay.com/PR1/Info/PP_Parents.aspx

