



Rushmere Hall Primary School
IPSWICH, SUFFOLK

Rushmere Hall Primary School
Lanark Road, Ipswich
Suffolk IP4 3EJ

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ParentMail

Dear Parent/Carer

An easier way for you to make school payments

This week we will be launching the ParentMail communication tool as informed in our letter last week. You will receive an email which will need to be actioned. It will require you to register on-line and connect your contact details with your child/children.

From 2nd January we will be using the ParentMail for all our communications with you and the +Pay on ParentMail – an online payment service which allows you to pay for school items quickly and easily on your smartphone, tablet or computer.

We will inform you about items you need to pay through ParentMail, and you will be able to pay electronically, using credit or debit cards as well as PayPal.

If you have an Android or Apple smartphone, we would highly recommend you download the free ParentMail App so that you can make easy, online payments on the go. To do this, simply search for “ParentMail” in your App store.

If you do not wish to make payments online, you can of course, continue to make cash or cheque in school.

Please note that school dinners will continue to be paid via Suffolk County Council’s online system.

Please note, your bank statement will display either the school name or ParentMail, dependent on your payment method.

If you need any additional information or assistance, please use the help site:
www.parentmail.co.uk/help/parenthelp/ or please contact the school office.

Yours sincerely

Mr P Fykin
Head Teacher