

1. Login to www.parentpay.com
2. Select Book meals and places for the person you wish to make the booking for.



Robert
No unpaid bookings - dinner money balance
£3.66



Book meals and places

Pay for other items

3. Select Lunch time[1] and, if available, the week[2] that you wish to make a booking for then Make or view bookings[3].

 **Help and guidance**



Make or view bookings

1

Make bookings for

Lunch time

2

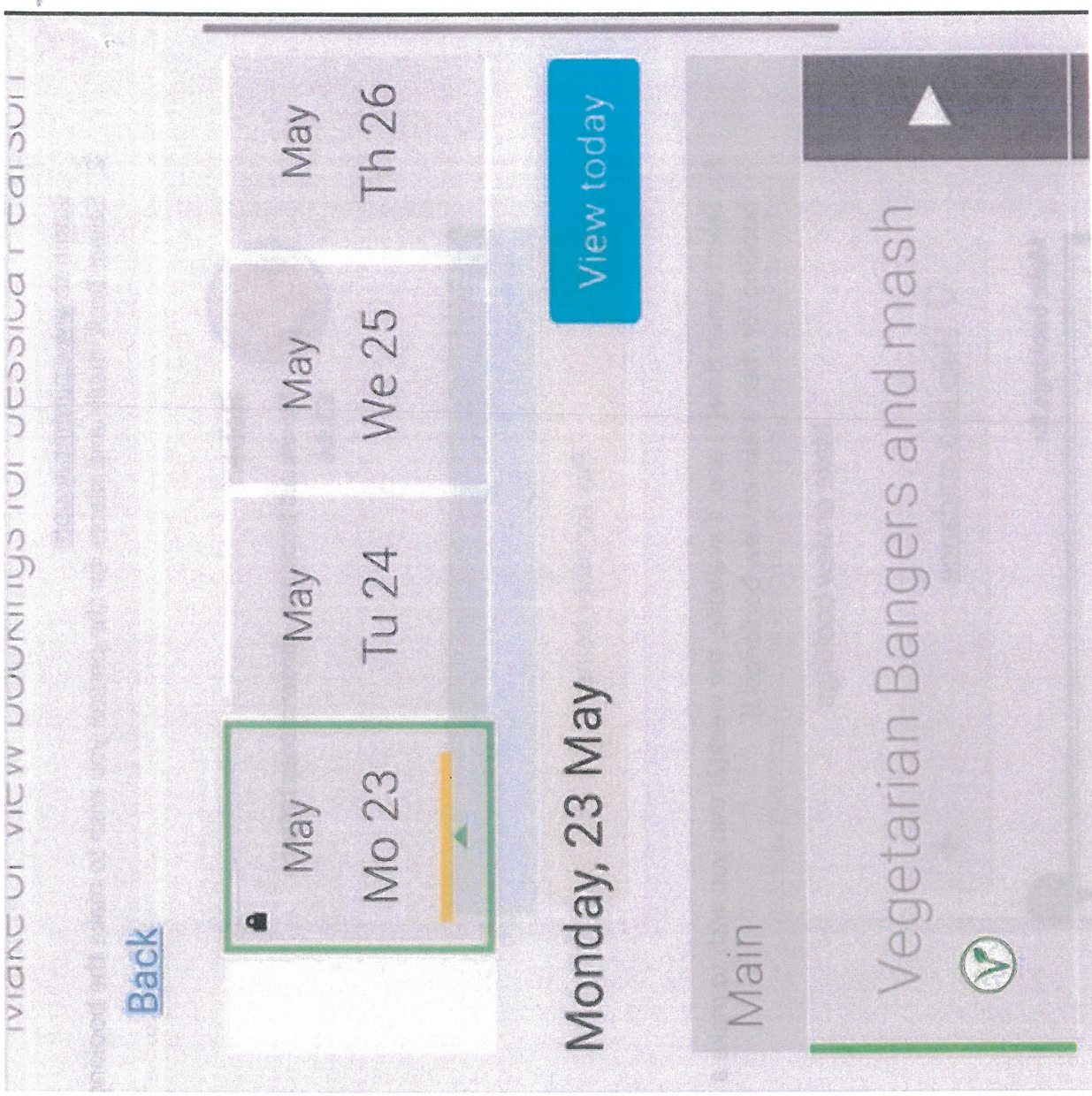
Week commencing

25 Nov 2024

3

Make or view bookings

4. You will now be presented with a booking screen.
5. Select the date you wish to book. You may need to swipe through the dates.



6. Scroll and tap the booking choices e.g. main meal choice or place for your child (this will then be highlighted).

- o Depending on your school's setup, you may see one of the screens below:

Main	
Bangers and mash	▲
Chinese Noodles	▲
Sweet & sour pork with noodles	▲
Jacket potato with choice of topping	▲
Baguette of the day	▲
Dessert	
Fresh fruit salad	▲
Jelly	▲
Yoghurt pot	▲

7. If available, tap the arrow to view any allergen, dietary or nutritional information.

Cottage Pie and veg



Jacket potato with choice of topping



Baguette of the day



Cottage Pie and veg



Allergens:

Milk

Diet Types:

Halal

No Beef



Back

8. Some menus may require you to select a dessert. Scroll to view dessert options and tap the desired choice.

9. Repeat steps 5-8 until you are ready to confirm your bookings.

Lunch time selection

PLEASE NOTE: When confirming your bookings, **x**

any Payment due must be paid within 2 hours.

Failure to do so will result in unpaid bookings being cancelled.

If your Payment due is zero (£0.00), simply confirm bookings and no further action is required.

Week commencing 2nd Dec 2024

[< Previous week](#)

[Next week >](#)

Please scroll across to view the remaining days of the week.

Mon 2 Dec	Tue 3 Dec	Wed 4 Dec
Book a meal	Book a meal	Book a meal

 [Help and guidance](#)



Booking summary

Robert Millar's Lunch time

Bookings added 0

Bookings cancelled 0

10. Now click Confirm,

- If you need to pay for the bookings these will need to be paid within two hours of confirming.
- If you receive Free School Meals or have credit available no further action is needed.

PLEASE NOTE: When confirming your bookings, **x**

any **Payment due** must be paid within 2 hours.

Failure to do so will result in unpaid bookings being cancelled.

If your **Payment due** is zero (£0.00), simply confirm bookings and no further action is required.

Booking summary	
Robert Millar's Breakfast	
Bookings added	1
Bookings cancelled	0
Cost of new bookings	£5.00
Payment due	£5.00
Confirm bookings Cancel	

11. If payment is required, the next screen will direct you to checkout where you can then make payment.

Proceed to checkout

[Continue shopping](#)

Ref:MSG1280135_XDzK0ArmDR7GIB0ehsH3