



# The Ripley Academy and Sixth Form



Executive Headteacher: **Mrs L Walton** BA (Hons)

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Head of School: **Mr J de Rijk** BA (Hons)  
Deputy Headteacher: **Miss J Scattergood** BEd (Hons)  
Deputy Headteacher: **Mrs J Thawley** BSc (Hons)  
Assistant Headteacher: **Mr M Kirkland** BSc (Hons)

2 Nov 2021

Dear Parents and Carers

## **Lunch payments on ParentPay**

In response to recent parental queries we would like to clarify the lunch payments system for all children.

Parents can add amounts to their child's lunch account using the ParentPay system at their convenience or send cash with their child to add at the machines situated in the Refectory.

We do however realise that occasionally students may find themselves without funds on their account. Should this happen, staff in the canteen can allow the child to go into a minus amount to ensure that they have had some food during the day. If the child subsequently tries to use the account before a further payment has been made, the account will be automatically locked. If this is the case, the catering staff at the tills will ask the child to speak to the catering manager who will be able to unlock and authorise a further debit to the account, once again to ensure that no child goes without food.

We kindly ask that parents encourage their child to speak to staff either at the tills or in Student Support/Reception if there are any issues with the purchasing of food in the canteen.

Thank you for your assistance in this matter.

Kind regards

Mr J de Rijk  
Head of School

**The Ripley Academy, Peasehill, Ripley, Derbyshire, DE5 3JQ.**