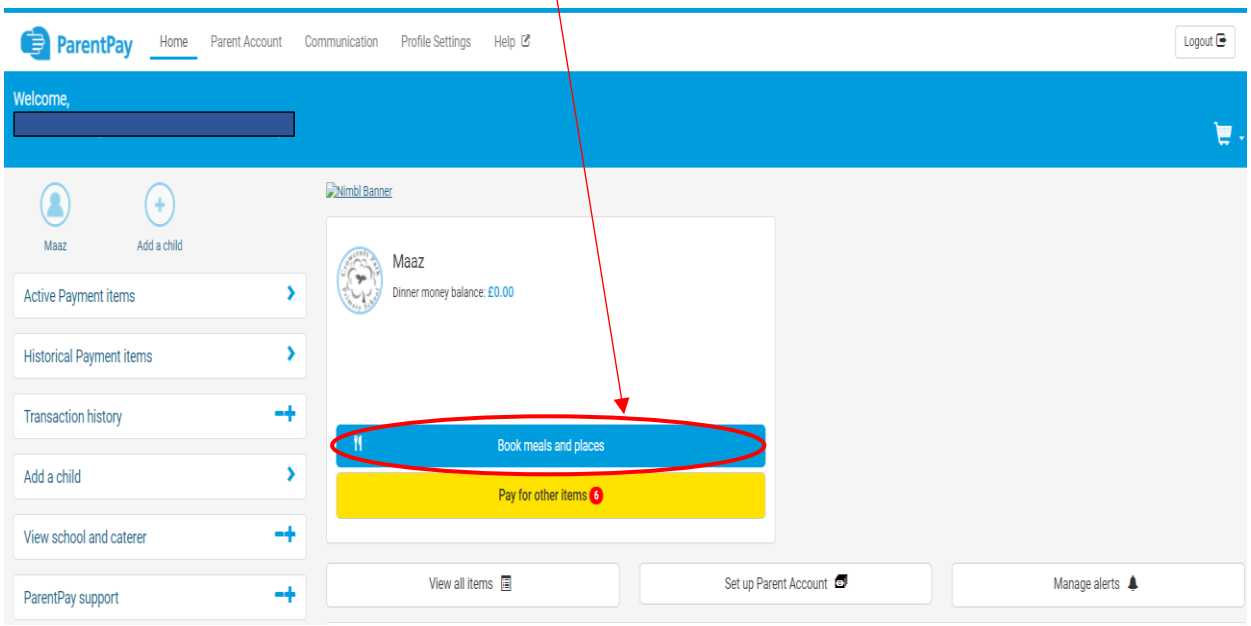
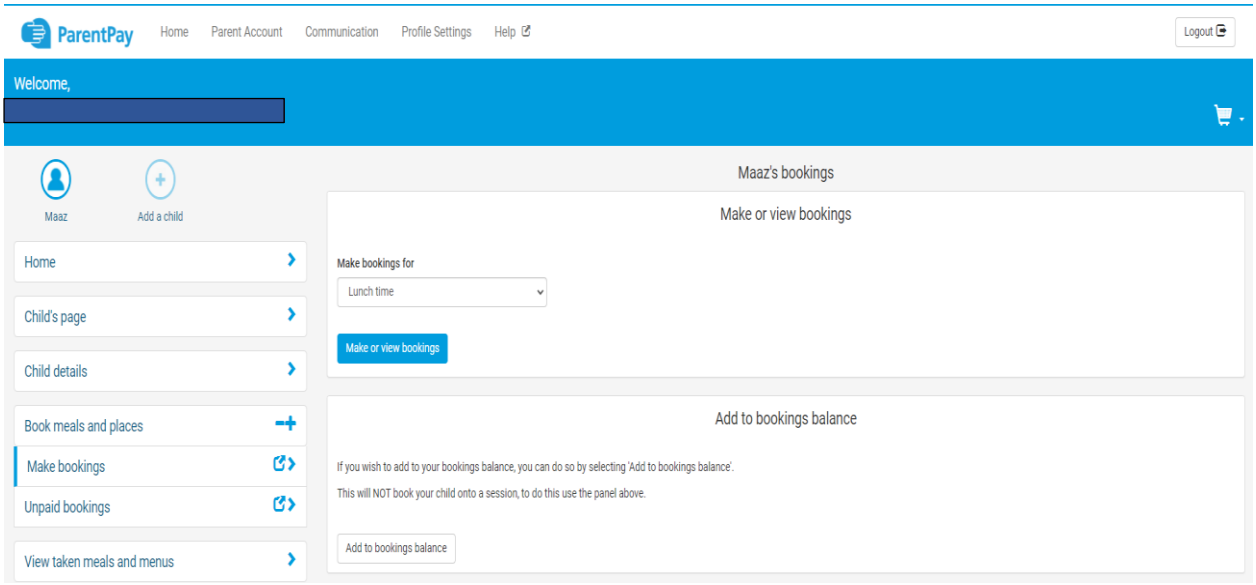
Parent Pre Selection

Guide to Ordering via ParentPay

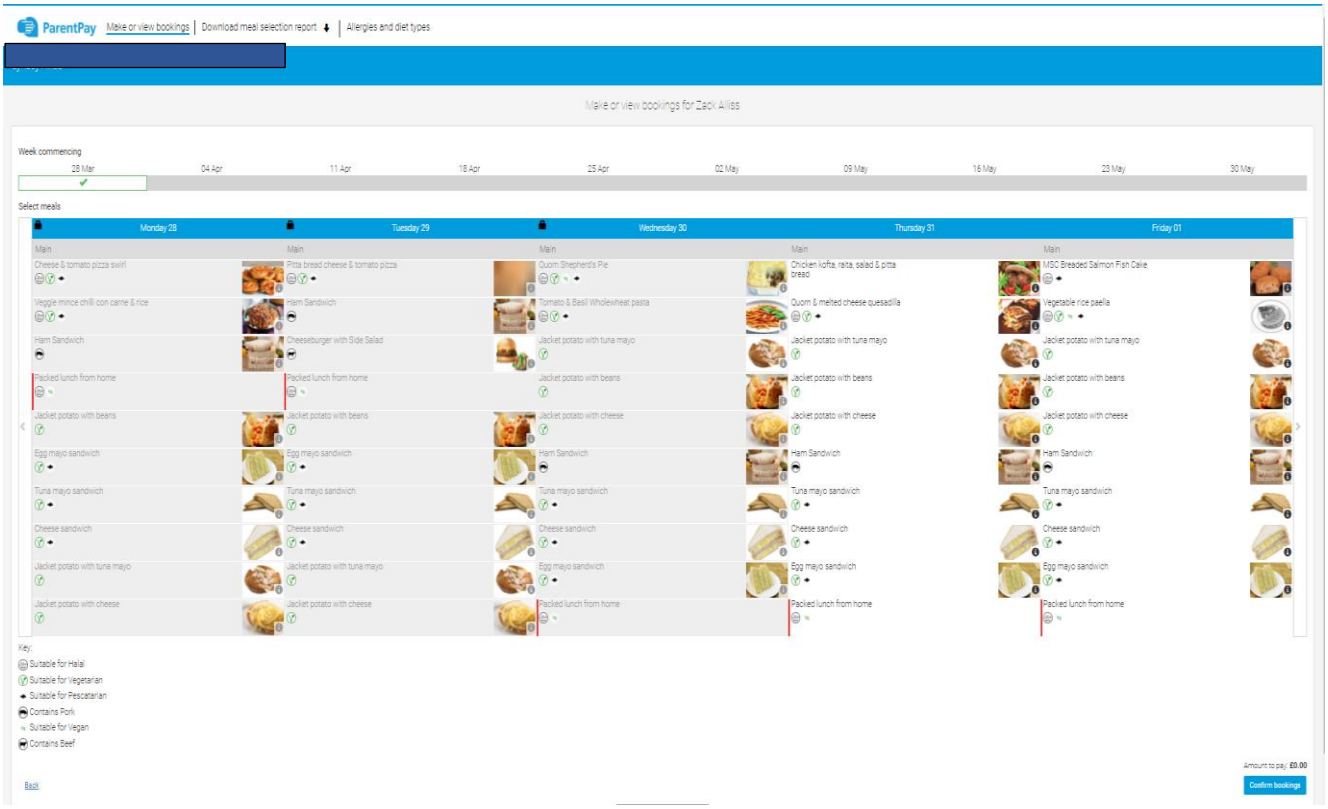
Step 1 – Log on to your ParentPay account. Click on the 'Make Meal Bookings' box under the child you would like to book meals for



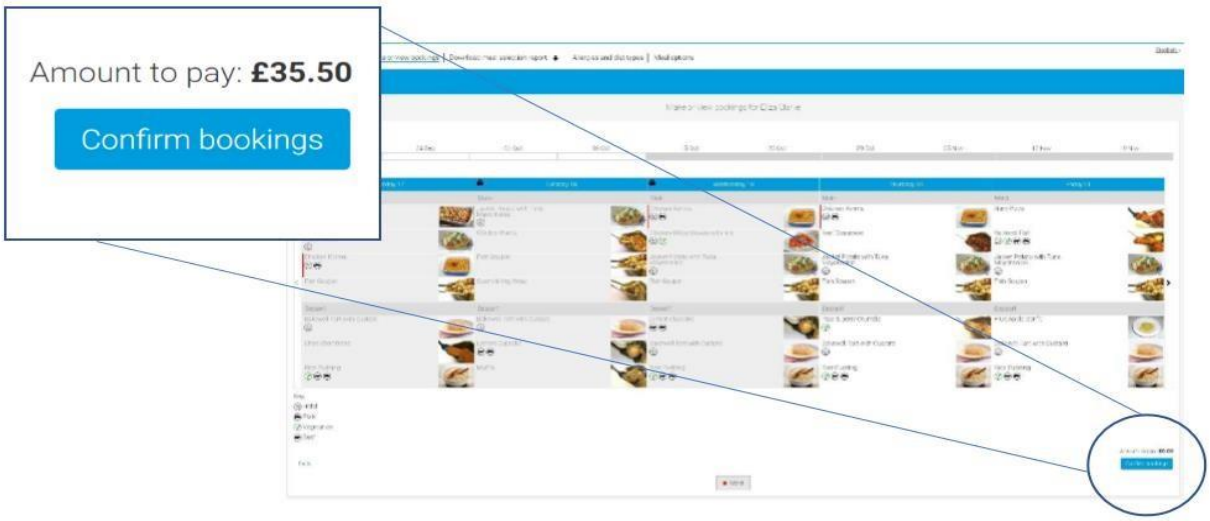
Step 2 – Ensure the drop down box is set to 'Lunchtime'. Click 'Make or View Bookings'



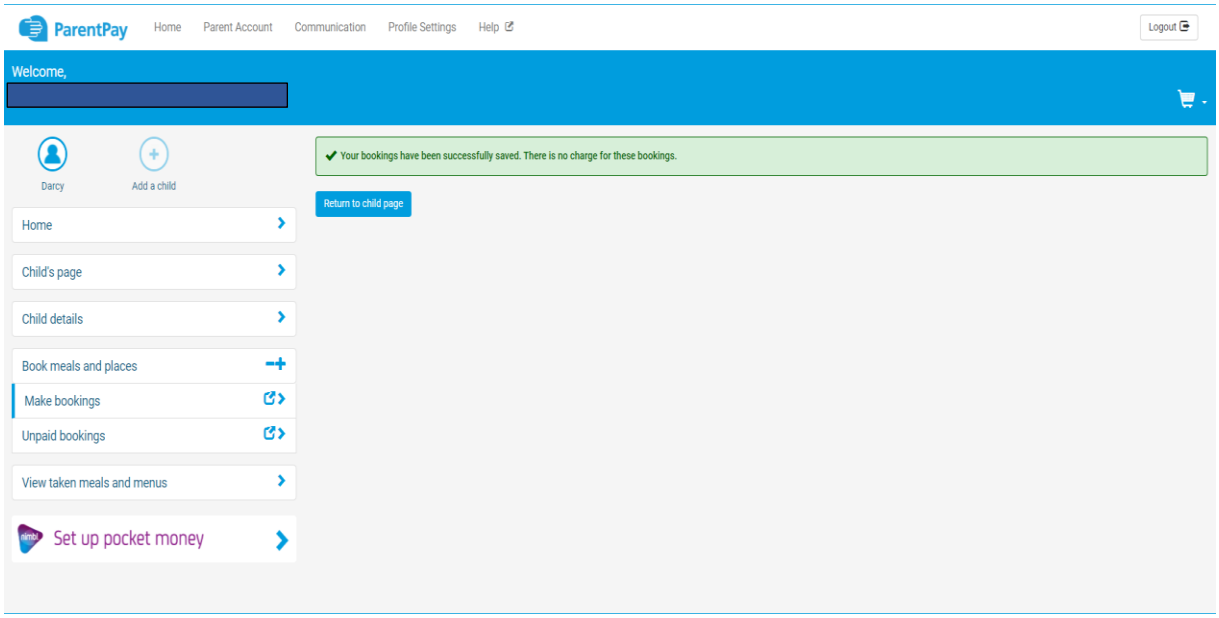
Step 3 – This will take you through to the menu where you can select the meals for your child. You can navigate through the available weeks, to select meals in advance, by clicking on the box under the date.



Step 4 – Once you have made the selections you must click 'Confirm Bookings' in the bottom right corner. If your child is UIFSM or FSM you will still need to follow through to payment screen, however no payment will be taken from your account



Step 5 – You have now confirmed your meal bookings and will see the following screen.



If you would like to view the pre-selections you have made, you will need to go back through Step 1 & 2 to reach the menu screen. You will see an option to 'Download Meal Selection Report', click this option and open the downloaded PDF file. This will show you all selections you have made for your child over the coming weeks. You can print this out and stick it on your fridge to remind yourself/your child what meal choice they are having on each day

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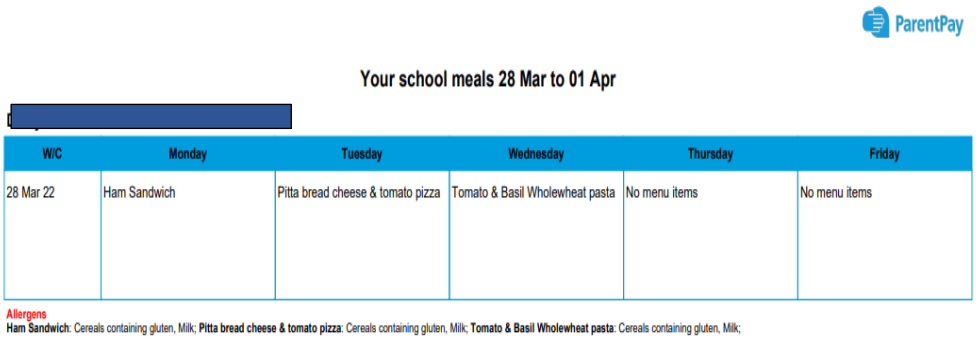

ParentPay

Your school meals 28 Mar to 01 Apr

[redacted]

W/C	Monday	Tuesday	Wednesday	Thursday	Friday
28 Mar 22	Ham Sandwich	Pitta bread cheese & tomato pizza	Tomato & Basil Wholewheat pasta	No menu items	No menu items

Allergens
Ham Sandwich: Cereals containing gluten, Milk; **Pitta bread cheese & tomato pizza**: Cereals containing gluten, Milk; **Tomato & Basil Wholewheat pasta**: Cereals containing gluten, Milk;