



Now that you have received your password, you are ready to begin. You can access School Money via their website, through the link on the Lynch Hill School website or by entering SchoolMoney into a search engine such as Google.

When the Parent log-in page is displayed, enter the required details: mobile number, email address and password. You will then be asked for your child's first name

Pressing confirm will take you to the payments screen which will show any outstanding payments on the left-hand-side of the screen.

To pay this amount, click on the select box beside the amount and it will be added to the total at the bottom on the right.

Click on '*Make Payment*' in the right-hand corner when you are ready; this will take you to a screen where you can input your card details.

You will have to enter your details every time as **the site does not store debit/credit card details.**

A confirmation pop-up will appear once you have selected 'pay now' so that you know the details have been processed. You will receive an email receipt shortly afterwards.

If you wish to purchase lunches in advance, you will need to open the '*shop*' tab at the top of the page. Then simply click the select box beside the amount of lunches that you wish to purchase.

1- £2.40
5- £12.00
20- £45.60

Then proceed to '*Make Payment*' as before.