




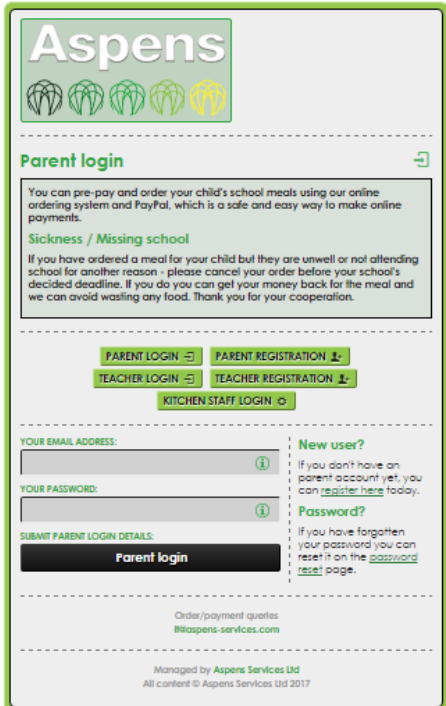
## Aspens Primary Ordering and Payment System Charvil Piggott Primary School

We would like to introduce Aspens Primary Ordering and Payment System which offers parents a clever and simple solution for ordering and paying for children's school meals.

It is an online system where parents can see the current menu available at school and then choose the meals that they would like their child to have each day.

Setting this up brings with it a range of great advantages for Schools, Parents, Pupils and Aspens Catering Staff in providing a quick and efficient food service. Benefits include:

-  Parents and pupils having control over their lunch choices.
-  Minimum input from the school in processing payments or manual counts for meals.
-  Accurate forecasting for meal preparation, ultimately reducing waste.



The screenshot shows the Aspens website's parent login interface. At the top, the Aspens logo is displayed. Below it, the 'Parent login' section is highlighted. A message states: 'You can pre-pay and order your child's school meals using our online ordering system and PayPal, which is a safe and easy way to make online payments.' A link for 'Sickness / Missing school' is provided, with a note: 'If you have ordered a meal for your child but they are unwell or not attending school for another reason - please cancel your order before your school's decided deadline. If you do you can get your money back for the meal and we can avoid wasting any food. Thank you for your cooperation.' Navigation buttons for 'PARENT LOGIN', 'PARENT REGISTRATION', 'TEACHER LOGIN', 'TEACHER REGISTRATION', and 'KITCHEN STAFF LOGIN' are visible. The login form includes fields for 'YOUR EMAIL ADDRESS' and 'YOUR PASSWORD', with a 'Parent login' button. A 'New user?' section offers a link to 'register here today'. A 'Password?' section offers a link to 'reset page'. At the bottom, contact information for 'Order/payment queries @aspens-services.com' and 'Managed by Aspens Services Ltd' is provided.

### So everyone wins!

Parents register and then log into the online system to view the current menu, promotions and pre-select meals for the days they choose.

Payments, if needed, are made securely via PayPal with credit & debit cards and PayPal accounts.

The system is not just about payments though, it's about planning school meals to ensure a successful lunch service for everyone involved.

So, for those children who are eligible for FREE school meals, including all infant school children, this is where parents can register and make meal choices for their child. The account will be credited accordingly and the child will receive the meal that has been chosen each day.

Registering is really easy via the Aspens website: <https://www.aspens-services.co.uk/meals/> **YOUR UNIQUE 6 DIGIT REFERENCE IS 478258**

Aspens will support parents fully in registering and setting up their accounts – They even have a selection of videos to share which run through each of the steps clearly. The site has Frequently Asked Questions with answers to help, and Aspens are available to support via email **E: [it@aspens-services.com](mailto:it@aspens-services.com)** and at the end of the phone too! **T: 01905 759613**. A useful You Tube link is:

<https://www.youtube.com/watch?v=nU5oMf46e9Q&list=PLSi5PKIfRwDXN8a9S3gzJ3qSJKYNZzhQ>



Payments, where needed, are taken securely via PayPal with credit & debit cards and PayPal accounts. There is a minimum credit to the value of 5 meals and there are offers available for bulk orders, such as:

20 Meals for the price of 19 and 30 Meals for the price of 27

You can book, change or cancel the order right up to 7:30am on the day in question. The cost of the cancelled meal will be refunded and credited back to the account.

The school will receive a print out of the orders every day, so the children can be reminded of what they have ordered when they get to the counter. This list will also include any special dietary requirements (vegetarian or on medical/religious grounds) that you have recorded on the system.

There are so many benefits in adopting this system:

### For Parents

- 🍷 Requires minimum input – online
- 🍷 Removes dealing with cash/cheques
- 🍷 Can choose what their child eats
- 🍷 Can take advantage of 'bulk buy' offers
- 🍷 Can order as far in advance as menus loaded onto system
- 🍷 Ensures child receives lunch they ordered
- 🍷 Ability to amend payments if pupil is away from school
- 🍷 Can book, change or cancel the order up to 7:30am on the day
- 🍷 We can refund credits within system to book other meals
- 🍷 Parent can request full refund of unclaimed credits
- 🍷 Access order history and payment history
- 🍷 Record any specific dietary requirements (vegetarian or on medical/religious grounds)
- 🍷 Children can try new things
- 🍷 A new menu every term

### For Pupils

- 🍷 Can choose their meal in advance
- 🍷 Their choice is guaranteed
- 🍷 They know what they are getting for lunch

And, of course, there are a wealth of benefits in school too! Please help us to adopt this wonderful system and register now at:

<https://www.aspens-services.co.uk/meals/>

If you have any questions at all, please do contact Aspens Services at:

E: [it@aspens-services.com](mailto:it@aspens-services.com)

T: 01905 759613

