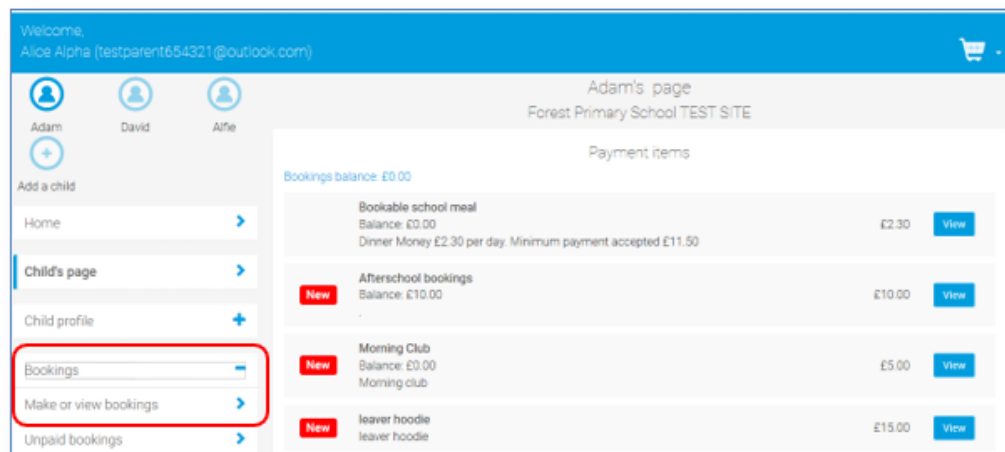
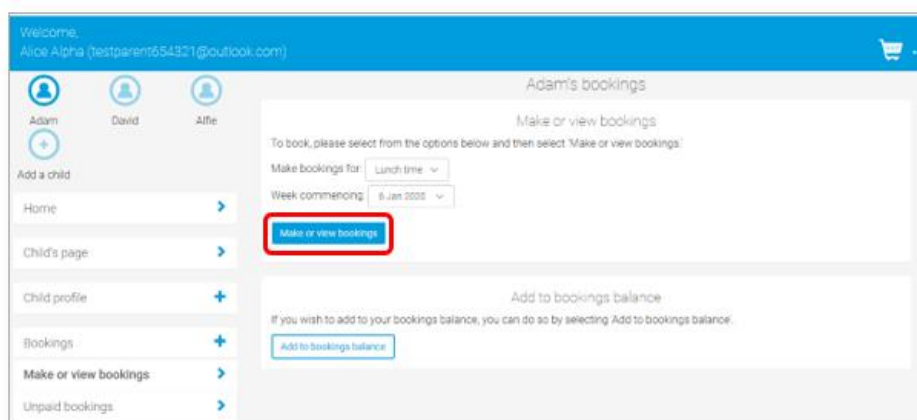


How to make block bookings

1. Go to www.parentpay.com and log in
2. Select the child to make bookings for
3. Select **Bookings > Make or view bookings**

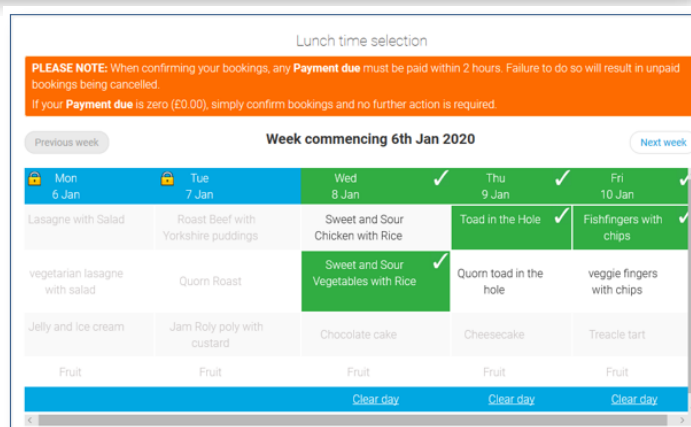


4. Select lunchtime selection
5. Select the week to view
6. Select **Make or view bookings**



7. You will then be presented with a booking screen.

Menu selections: Book a main course from option 1 or option 2 by selecting from the menu choices shown



8. Make the required bookings
9. A summary will be displayed at the bottom of the page

Booking summary	
Show symbols Help Hide info	
Adam Apha's Lunch time	
Bookings added	3
Bookings cancelled	0
Cost of new bookings	£6.90
Unpaid bookings	£2.30
Payment due	£9.20
Cancel	Confirm bookings

WARNING: Any bookings must be confirmed and (if required) paid for within 2 hours of selecting them. Failure to do so will result in the bookings being automatically cancelled.

10. Review the booking summary, and select **Confirm booking**.

11. Any credit in your Parent Account will be used to pay for the meals. Any remaining cost can be paid by Bank Transfer (if enabled), Visa Checkout or Other payment method

Basket				Order summary	
Item	Total cost	Edit	Remove	Items:	£9.20
Adam - Bookable school meal	£9.20			Total:	£9.20
50p Tell me more Add donation				Pay by Parent Account credit:	-£0.00
				Amount to pay:	£9.20
				Pay by	
				Bank Transfer	
				VISA Checkout	Tell Me More
				Other payment method	
				Continue shopping	