

## **Paying for School Lunch on School Spider**

We now have the ability for you to pay online for your child's lunches using School Spider

Please follow these steps;

- Log into School Spider either via the App or the School Website
- Click on New Order
- Select School Lunch
- Select the days you want to pay for by either
  - Individual Day
  - Week
  - Month
- Then click Next
- Then click add to basket
- It will then ask you for your payment details

*The admin office will check weekly which days your child has had lunch and will mark as attended on School Spider.*

*If your child has not had lunch on the days you have paid for we will process a refund via School Spider to be held on your account and you can use to pay your balance.*

**School Trips will also be available to pay on School Spider. This will be visible to you when you click on New Order and you can then select and add to your basket.**

**If you do not have access to the app or have forgotten your log in details please speak with Joanne Hannay at the School Office**