

Porthcawl Primary School
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Headteacher: Mr E Richards

Monday 20th April 2026

Dear Parents and Carers,

Re: Change to Payment System

We are writing to inform you of an upcoming change to the way school payments will be made. In an effort to make our processes more efficient, secure, and convenient for everyone, we will be moving to a system of direct payments into the school's bank account at the beginning of May.

This means that, instead of using our current payment method of ParentPay, all future payments (including fees, trips, and other school-related costs) should be made via bank transfer. Full details, including the school's bank account information and clear instructions on how to make payments, will be provided on each trip letter.

We believe this change will streamline the payment process, provide clearer records, and reduce administrative delays. We kindly ask for your cooperation and understanding as we implement this new system.

A separate letter for year 6 parents with children going to Llangrannog, regarding payments and a statement of account will follow shortly.

If you have any questions or anticipate any difficulties with this change, please do not hesitate to contact the school office. We are here to support you and ensure the transition is as smooth as possible.

Thank you for your continued support.

Yours sincerely,

Mr E Richards
Headteacher

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