

Sir Edmund Hillary Primary School

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Dear Parent/Guardian,

Introducing sQuid online payments

From 16th July our school will be using sQuid for all school payments, and parents who have already registered are now enjoying the benefits of a secure and convenient way to pay for their child's catering, school trips, clubs and other offers, either online from home, or via the sQuid mobile app. We would like to invite you to register your child and join them!

Benefits of using sQuid

- Simple to register
- Easy-to-use and secure website
- No more fiddling around with change or having to send cheques to school
- No risk of cash being lost or stolen
- Students spend less time queuing and more time playing
- Manage multiple children using one login
- Free App (iOS and Android) so you can manage your account on the go

Don't forget to register!

Here are your child's sQuid registration details. You should register these on the sQuid website. (If you have more than one child at the school, they will each be issued with their own registration number and you will receive a separate letter for each). Simply follow the instructions set out in the *How To Guide* below to create your online sQuid account and register your child.

Your 16 digit **sQuid registration number** is: **see enclosed**

Your 3 digit **security code** is: **see enclosed**

Once you have created a sQuid account for your child, you will also be able to manage their account online or by using the sQuidApp at any time to:

- **Top up their account from your bank account, credit or debit card**
- **Enable Auto top up so that they never run out of funds**
- **Check their account balance**
- **View their transactions**

We thank you for your anticipated support in using sQuid.

Yours faithfully

Chris Guest

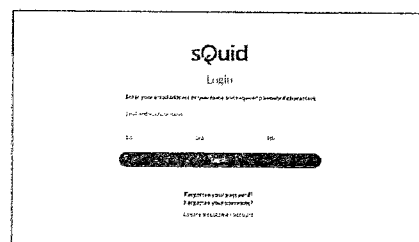
Head Teacher

How to register a sQuid account

Create an account and top up online

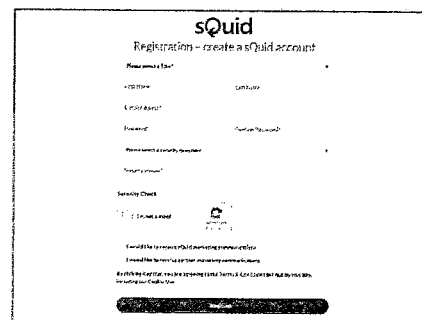
01 Getting started

Go to portal.squidcard.com and click the 'Create a customer account' link. You will then be directed through to the sQuid account registration form.



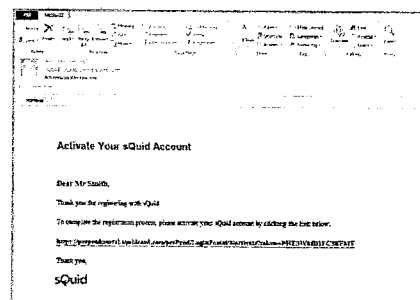
02 Create a sQuid account

You will need to enter your personal details, create a **password** and select a **security question** from the list provided, and enter your answer. Click on the 'Register' button to complete your registration.



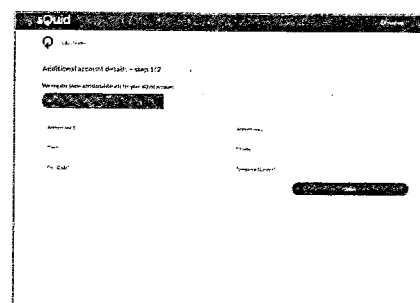
03 Activate your sQuid account

Once your sQuid account is registered, you will receive an email from sQuid containing an **activation link**. Click on the activation link to be brought back into the sQuid portal, where you will be asked to complete some additional details.



04 Add a sQuid Registration Number (SRN)

Having created your sQuid account, you will be prompted to register your unique sQuid Registration Number. This is the **16 digit number** shown on the front of your registration letter, together with your **3 digit security code**. You'll also be able to assign an easy to remember display name on this screen.



To add any additional users to your account after this initial registration process, simply go to the 'Users' page and add the user's sQuid Registration Number and 3 digit security code.

05 Add funds to your sQuid account

You can add money to your account from a bank transfer or a credit or debit card. Click on the 'Top up' link at the top of the page, select your preferred payment method and follow the online instructions.

