



North Ridge Community School

An academy within Nexus MAT

Tenter Balk Lane, Adwick-le-Street, Doncaster, DN6 7EF

Tel: 01302 720790

Email: nrcs.admin@nexusmat.org

www.northridgeschool.org www.nexusMAT.org

Headteacher: Mrs Jade Soler Alcaraz



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Dear Parent/Carer,

Keeping your child's account topped up has never been easier.

With ParentPay's Auto Top-Up feature, you can set up automatic payments on a weekly or monthly schedule (or when their meal balance gets low) that works for your household budget. Once set up, your chosen amount will be added automatically, helping to ensure your child always has funds available for school meals.

That means no last-minute top-ups, no unexpected low-balance surprises, and confidence that your child can access school meals daily.

Why use Auto Top-Up?

Peace of mind for you: Auto Top-Up helps reduce the risk of low balances and last-minute payments, giving you one less thing to think about during busy weeks.

Confidence for your child: By keeping meal funds available, Auto Top-Up helps ensure your child can access meals without interruption throughout the school term.

Set up Auto Top-Up in 3 simple steps

- 1. Choose when to top up:** Select a weekly or monthly schedule or choose to top up when your balance falls below a set amount.
- 2. Choose your top-up amount:** Decide how much you'd like ParentPay to add to your child's account each time.
- 3. Relax – we'll do the rest**

Your account will be topped up automatically, helping to ensure funds are available for meals when they're needed.

To get started, log in to ParentPay and set up an Auto Top-Up schedule today.

Kind regards,

Jade Soler Alcaraz
Headteacher

