



LING MOOR
A PRIORY ACADEMY

19th September 2017

Dear Parent/Carers

Ways to pay at Ling Moor Primary Academy

On the 1st September 2017, Ling Moor Primary Academy joined The Priory Federation of Academies Trust. One of the many benefits that has come to light from this move is that we are now able to accept payments direct into our bank account. Confirmation of the accepted payment types can be seen below, please note this can be used to pay for trips, hot meals, uniform or any other contributions.

Bank Transfer (preferred): Lloyds Bank
Account Name: The Priory Federation of Academies
Account Number: 02113503
Sort Code: 30-95-05
Please ensure you reference the payment, **e.g. Y3/4 trip, Hot School Meals, Workshop and your child's name. This will ensure your payment is allocated correctly on our finance system.**

Cheque: Please make payable to:
The Priory Federation of Academies

Cash Please ensure any cash handed into to Ling Moor Primary Academy is in a sealed envelope with your child's name and class clearly written on the front.

Please note if you choose to select cash as an option you need to ensure you send a slip with the cash to state what the payment is for, you will then be issued with a receipt in return.

We look forward to working with you and the new payment methods in the future. Should you have any queries regarding payments please do not hesitate to call into Reception to speak to Mrs Binnie or Miss Smalley who will be happy to assist.

If you have any queries with the payment method options please contact our finance department on finance@prioryacademies.co.uk or phone us on 01522 871370 extension 6115.

Thank you for your continued support.

Yours sincerely

John Sisman
Headteacher

EMPOWERING POTENTIAL

Headteacher: Mr John Sisman NPQH

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The Ling Moor Priory Academy is part of The Priory Federation of Academies Trust. For further information please contact:

The Priory Federation of Academies Trust, Cross O'Cliff Hill, Lincoln LN5 8PW Telephone: 01522 889977

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