Dear <<Parent/Carer>>,

**RE: sQuid Account**

**Online top ups with sQuid at our school:**

SQuid is electronic money via a secure payment website and a convenient and secure way for your daughter to pay for a snack during break or lunch at the school canteen, using a pre-pay online account. This means less queuing with no need to carry cash to school. Via a second **purse** option **you can also pre-pay for trips, music tuition and other sundry sales**. Please ensure you select the correct purse for your choice.

**How to create your own online sQuid account:**

1. Go to the Squid web page **www.squidcard.com/welcome** or alternatively follow the link on the school’s website.
2. Select the **‘Click here to create a sQuid Account’** link.
3. Create an account by registering your Details, Password, Security Question and Answer.
4. Click the **‘Register’** button to complete your registration.
5. Confirm your registration by clicking the link in your activation email.
6. To access sQuid, your Username will be your email address, your password which will require the relevant letters digits. ***Example:*** Password = Walthamstow17 1 = W 5 = h 12 = 1
7. Complete the required additional personal details.
8. Add your unique sQuid **16 digit** **sQuid Registration Number** and **3 digit Security Code** shown below and assign a display name.
9. ***Remember: Each time you log on to sQuid you need to enter your username and password – see 6 above.***
10. ***You may wish to access the school’s website/Parent-Carers/sQuid Payments – to watch a detailed video on how to set up your account.***

***<<Student’s name>>* online Squid account:**

Your 16 digit **sQuid Registration Number** is: <<16 digits>>

Your 3 digit **Security Code**: <<3 digits>>

Once you have created and activated your sQuid account you will also be able to access and manage your Squid account

online at any time to:

* Check your account balance
* Top up your account from your bank account, credit or debit card
* View transactions and update your details any time
* Add further children to your account

Please refer to the sQuid website for full Terms and Conditions. If you have any queries, please contact the School Office on 020 8509 9446 or e-mail finance@wsfg.waltham.sch.uk.

Thank you for using sQuid eMoney.

Yours sincerely,

Romi Jalil

School Business Manager