



28 February 2025

Dear Parent/Carer

How to set up your child's online iPay account

If you already have an existing iPay account, please see the section below that details how to add a child to your account. Otherwise please create an online account using the instructions below.

Register your iPay account:

- Download the iPay app from your app store by searching for 'iPayimpact' or go to <https://www.ipayimpact.co.uk/>
- Click on 'Register'
- Enter your child's unique Account Reference Code that was texted to you
- You will then be asked to create an account in your name, by entering your details (additional children can be added after your account is registered)
- Confirm your registration by clicking the link in your activation email
- Return to the log in page where you will be prompted to enter further contact details to finalise your registration

Additional Children:

- On the iPay app home screen, under 'Quick Actions', click 'Link Account'
- Enter your other child's Account Reference Code in the 'Link Key' box

Topping up an iPay account:

- Select your child's account on the home screen
- Click 'School Meals' and then 'Top Up'
- Enter the amount required and proceed to the checkout
- To store a payment card for future use, select the menu on the home screen and click 'My Cards'
- You can also opt-in to automatic payments, by clicking 'Automatic payments' on the 'School Meals' top up page

Using your iPay account:

Once you have created and activated your account, you will be able to access and manage iPay on the iPay app or website at any time to:

- Top up your account with credit or debit card
- Check your account balance
- View your transactions
- Update your iPay details
- Add further children to your account

Please note that the daily spend limit in DINE is £7.00 unless otherwise requested. Please refer to the iPay web site for full Terms and Conditions.

Yours sincerely

Caroline Dunne
Finance Director