

Topping Up Dinner Money via PayPoint on MCAS

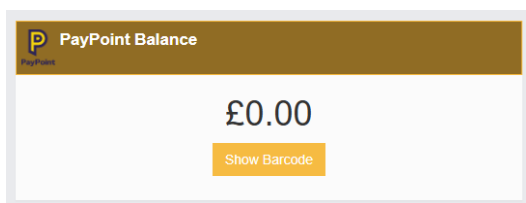


Step 1: Access MCAS

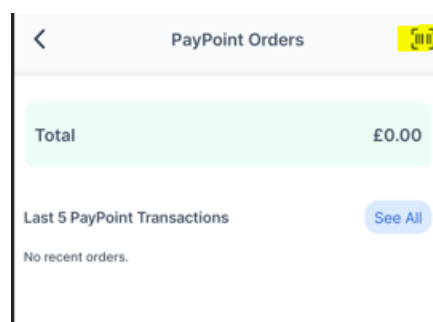
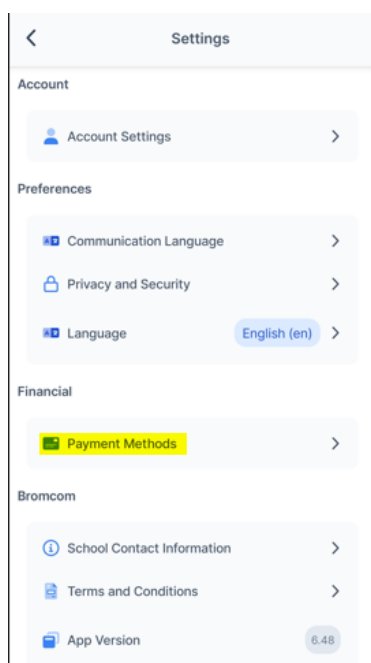
- Open the **MyChildAtSchool (MCAS)** app or visit the MCAS website via a browser.
- Log in using your parent credentials.

Step 2: Locate the PayPoint Option

- On the **web version**, find the **PayPoint Widget** on your dashboard then **Show Barcode**



- On the **app**, go to **Your Profile Area** then open the settings icon in the top right-hand corner then select **Payment Methods > PayPoint > Barcode**



Step 3: Generate Your Barcode

- Click **“Show Barcode”** to display your unique PayPoint barcode.
- This barcode is what you’ll use to make a payment at a PayPoint store.

Step 4: Visit a PayPoint Store

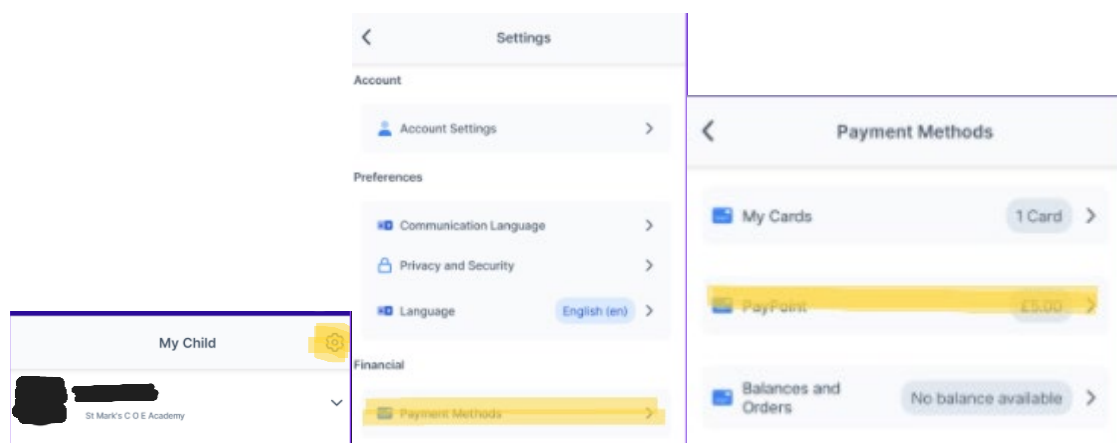
- Take the barcode (printed or on your phone) to any store that accepts PayPoint payments.
- You can find your nearest store using the following link
<https://consumer.paypoint.com/>.

Step 5: Make a Payment

- Inform the cashier you'd like to top up your child's school dinner money.
- The **minimum top-up** is **£5**, and the **maximum** is **£99**.
- Pay the amount and **keep the receipt** in case of any issues.

Step 6: Wait for Funds to Appear

- It may take **24–48 hours** for the funds to show in your MCAS account.
- After this time, check your balance again via the **Profile settings icon > payment methods** or **PayPoint Widget**.



Step 7: Transfer Funds to Dinner Money

- Under the **Dinner** icon, select **Add Dinner Money** and add the Paypoint amount to the basket.
- Proceed to checkout and select Paypoint balance as payment method. Note that the amount in your basket must be less than the Paypoint balance for this option to show.

Tips

- Always keep your receipt until the funds appear.
- If you have multiple children, repeat the process for each child's barcode.
- For urgent top-ups, consider using card payments directly through MCAS for instant updates.