

How to make payments through Arbor

You can manage accounts for any area of Arbor that Fair Oak Junior School has set up to receive payments for. For example, Breakfast club, Little Oaks, Meals and trips.

Ensure you have downloaded the Arbor App, and logged into your child's account. Click [here](#), if you need help logging in.

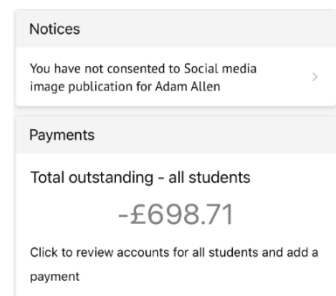
Please note that you will need to ensure you are paying the correct item, should you pay the wrong item you will need to contact the school to request a refund, then make another payment to the correct account.

How to get started

To see all outstanding balances across all your children's accounts, click the balance on your homepage. This will show as £0 if the balances are all 0 or all positive.

On this page you can see:

- Any trips with an amount outstanding.
- Any clubs with an amount outstanding (if club sessions are booked but not yet paid for).
- Any top-up or prepayment accounts (such as Meals or Little Oaks) with a negative or positive balance.



Notices

You have not consented to Social media image publication for Adam Allen >

Payments

Total outstanding - all students

-£698.71

Click to review accounts for all students and add a payment

To see accounts for one of your children, you can either:

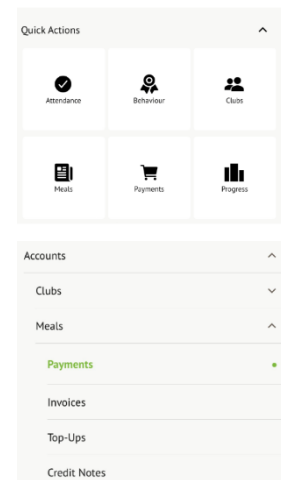
- Select the Menu icon and then click the Payments button.
- Use the menu.
- Click into a specific account from the student's page.
- Click an account to see more information, or top up.



Accounts

Sonia Adams : Meals
Balance: £4.00 >

Sonia Adams : Morning Breakfast Club
Balance: £10.00 >



Quick Actions

Attendance Behaviour Clubs

Meals Payments Progress

Accounts

Clubs

Meals

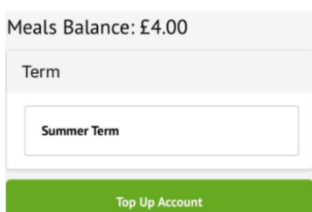
Payments

Invoices

Top-Ups

Credit Notes

- Click the green button to top up the account by inputting your card details.



Meals Balance: £4.00

Term

Summer Term

Top Up Account

Input the amount to top up, then click to pay.

Top Tip: Can't click the button? Follow this article: [I can't click the button to pay?](#)

Payment amount
£ 10.00
Narrative
Dinner money
Cancel
Pay Now

Next, you'll be able to input your card details. **Please note that you must use a Visa or MasterCard.**

Make Payment ✕

Card number

4000 0027 6000 3184

Expiration date

08 / 23

Name on card

Miss G Mayo

Security code (CVV/CVC)

111

Cancel

Pay £30.00

Once you have confirmed payment, you'll see confirmation that the transaction has been successful.



From the menu you can see more information about payments. Each of these pages default to the current term, but you can look at past terms using the drop down.

The invoices section shows details of the invoices and the status of each invoice for the current term – whether they have been Cancelled or Paid.

Meals Balance: £32.00
Term
Autumn Term [2023] ▼
Invoices
24 Nov 2023 Amount: £2.00 Items: Snack Status: Issued

The Top-ups page shows the type of top-up made, this can vary from Card (made by you or another Primary Guardian) to Cash or Cheque (logged by the school).

Meals Balance: £32.00
Term
Autumn Term [2023] ▼
Top Up Account
Top-Ups
24 Nov 2023 £10.00 Card Transaction