



PARK HILL PRIMARY SCHOOL

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Headteacher: Mr P Griffin

15 May 2019

To Parents/Carers

We are contacting you to let you know that, as of 1 May 2019 there has been a change to how debit and credit card payments you make to us will appear on our payment pages and on your bank statements.

Why is a change needed?

Some of the payment services which we currently contract to Capita Business Services need to transfer to Pay360 Limited (also a Capita subsidiary) to ensure continued compliance with the Financial Conduct Authority (FCA) regulations. The regulations are industry-wide and this isn't specific to Capita-run payment services.

What is changing?

From 1 May 2019 there have been the following changes:

- You will see Pay360 branding and company details on our payment pages
- The billing descriptor on your bank statement will change from "CAPITA Parkhill" to "Pay360 Park Hill"

We have been asked to pass this information on to parents by Capita.

Kind regards

Admin Office