

## USING OUR NEW ONLINE PTA PAYMENT SYSTEM

To fall in line with the school, all prepaid events will now need to be paid online.

This will include

Disco entry (this does not include money spent on the night)

Comedy night tickets,

Film nights,

And much more..

To buy tickets to these events you will first need to register on our new website

Once you have registered you will only need to login to see what events are coming up and purchase your tickets.

Registering is easy. Follow the link [www.pta-events.co.uk/kmspta/](http://www.pta-events.co.uk/kmspta/) Or scan this QR code



This will take you to our page. Click on the REGISTER icon in the top righthand corner.

You will then need to enter your email address and a password to create your account.

That's it!

All our upcoming events are listed on the left hand side and all available tickets will show in the centre, much like ParentPay. (mobile view is slightly different)

Choose the quantity of tickets you need for each event and click ADD TO BASKET.

Once you have added all you would like to purchase click CHECKOUT.

You will then be taken to a contact details page where you can enter all the information we will need for that event. PLEASE NOTE - These details must be entered before you can continue to the next page.

If you are not logged in then you will need to do so. Check the information is correct and tick the terms and conditions box. Click on pay with stripe

Enter your card number, expiry date, the 3 digit code from the back of your card and your postcode. (this is an extra security measure we must follow) It may take a few seconds to process. You will then have a confirmation message with an order number.

If a ticket is needed, this will then be sent to your registered email address. This can either be printed off at home or left on your phone to be shown on entry. (Discos will still be by wristband entry so no ticket will be generated)

We appreciate that this is a big change but will benefit us all in the long run. If you experience any problems please ask your class rep or email the PTA at [kingsmeadowschoolpta@gmail.com](mailto:kingsmeadowschoolpta@gmail.com).

Thank you and we hope to see you all at our next event

