



# Wallington High School *for Girls*

HEIRS OF THE PAST, MAKERS OF THE FUTURE

Woodcote Road, Wallington, Surrey, SM6 0PH

Telephone 020 8647 2380

Facsimile 020 8647 2270

info@wallingtongirls.org.uk

www.wallingtongirls.org.uk



## **Introduction**

sQuid is the school's on-line payment system for both Cashless Catering and School Trips and Offers. sQuid is regulated by the Financial Services Authority (FSA); it is a free service with no charges for payments made using a Debit Card (above £10) or Bank Transfer (any value). There is a small charge for payments made by Credit Card depending on individual credit card company charges. A charge of 25p is applied to any payment card transaction of less than £10. Please refer to [www.squidcard.com](http://www.squidcard.com) for full Terms and Conditions.

All students are issued with a 16 digit registration number and 3 digit security code which are unique to them. If you have more than one student at the school they will each have their own unique numbers and you will need to create an account for **each** student.

On the Induction Day in July, your daughter will receive a communication providing you with your registration number and security code. You will then need to create a sQuid account and register your unique sQuid registration number. This process should be done as soon as you receive this information.

**DO NOT START THE SQUID REGISTRATION PROCESS UNTIL YOU HAVE RECEIVED YOUR UNIQUE 16 DIGIT REGISTRATION NUMBER AND DIGIT SECURITY CODE.**

## **Swipe Cards**

Each student is issued with their own personal swipe card linked to their cashless catering account. A balance should be kept on this account to enable purchases to be made in the canteen. This balance is topped up by parents via sQuid. (See later instructions – page 4).

The swipe card is issued to pupils on the first day of the new term by their form tutor.

Please note the school does not use biometric identification.

## Creating a sQuid account

1. To create a sQuid account go to [www.squidcard.com](http://www.squidcard.com) and click here. You can also access the sQuid website via the link on the school website [www.wallingtongirls.org.uk](http://www.wallingtongirls.org.uk).

### sQuid: Digital Transactions | Cashless Payments | Learning Solutions

<https://www.squidcard.com/> ▼

sQuid delivers a range of eMoney services for businesses, cashless payment solutions for the education sector, and digital transaction solutions for humanitarian aid & development programmes.

#### Squid

Welcome to sQuid. Sign in here with your email address or ...

#### Parents

sQuid is an online payment system that can be used to make a ...

#### Help

Welcome to the sQuid help page. Here you'll be able to find ...

#### Customer Contact Us

Please use the form below to contact sQuid customer services ...

#### Mobile App

The new sQuid App is free to download on iOS and Android ...

[More results from squidcard.com »](#)

#### Innovate

Our school has teamed up with Innovate, our catering partners ...

#### Support

Please use the support form found on the customer contact us ...

#### About

Company overview. sQuid is a regulated eMoney issuer with ...

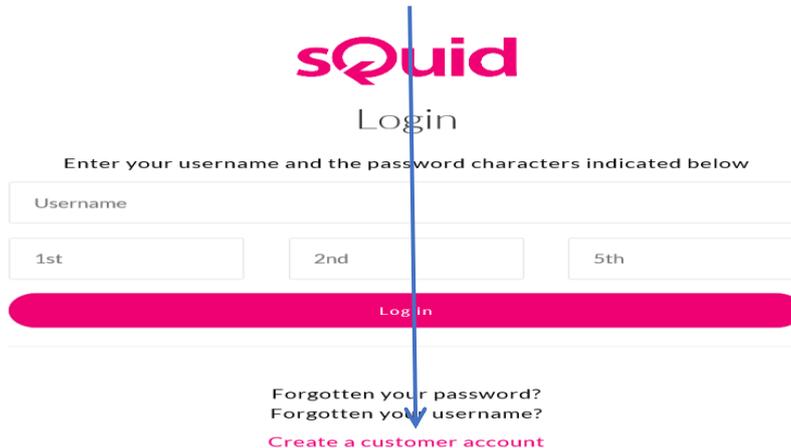
#### News & Views

The State of the World's Cash Report: Cash Transfer ...

#### sQuid: School Support

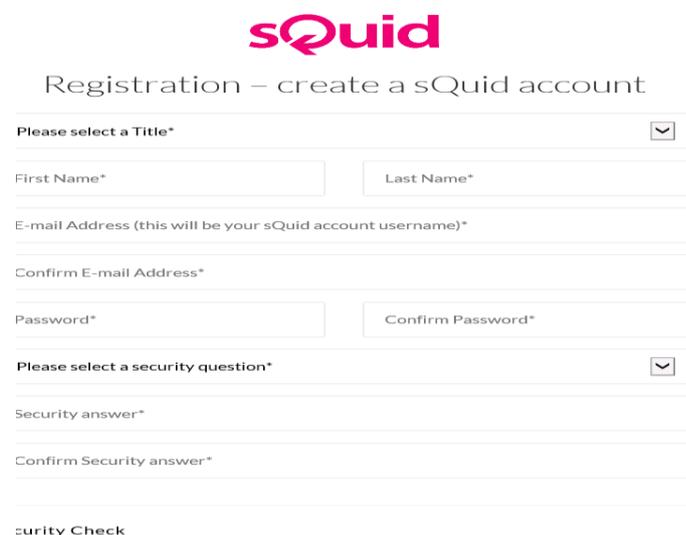
Useful support videos, guides, manuals and frequently asked ...

2. To register a new account click here.



The image shows the sQuid Login page. At the top is the sQuid logo in pink. Below it is the word "Login" in a grey font. A instruction reads "Enter your username and the password characters indicated below". There are three input fields: "Username", "1st", "2nd", and "5th". Below these is a large pink "Log In" button. At the bottom, there are links for "Forgotten your password?", "Forgotten your username?", and "Create a customer account". A blue arrow points from the "Create a customer account" link in the previous block to this link.

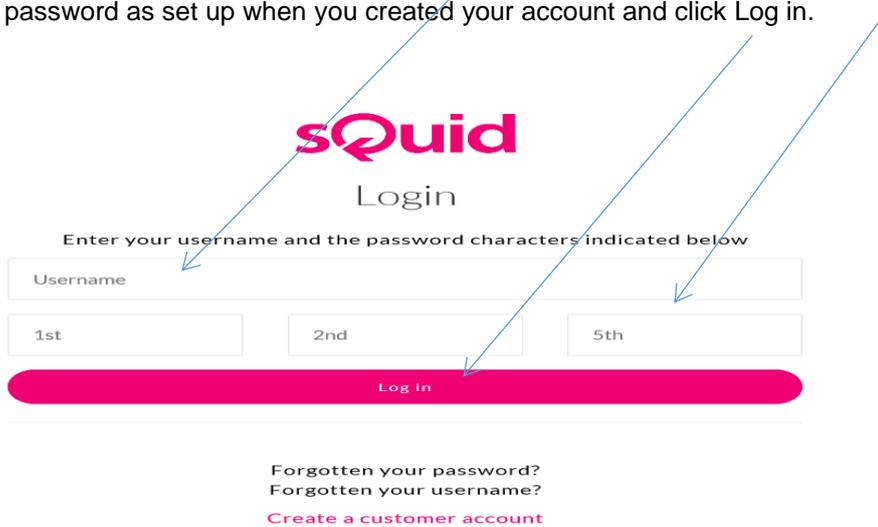
3. You will then be asked to complete some personal contact information and create your own username, password and security question and answer and enter your 16 digit registration number and 3 digit security code. Please keep these details safe as some of them will be required every time you sign into your account to make online payments in the future.



The image shows the sQuid Registration page. At the top is the sQuid logo in pink. Below it is the heading "Registration – create a sQuid account". The form includes several fields: "Please select a Title\*" (dropdown), "First Name\*", "Last Name\*", "E-mail Address (this will be your sQuid account username)\*", "Confirm E-mail Address\*", "Password\*", "Confirm Password\*", "Please select a security question\*" (dropdown), "Security answer\*", "Confirm Security answer\*", and "Security Check".

## Sign into your sQuid account

1. Go directly to [www.sQuid.com](http://www.sQuid.com) or use the link on the schools website [www.wallingtongirls.org.uk](http://www.wallingtongirls.org.uk) (see point 1 above).
2. Sign into your account with the username you created and enter the 3 digits required from the password as set up when you created your account and click Log in.



**sQuid**  
Login

Enter your username and the password characters indicated below

Username

1st  2nd  5th

**Log In**

Forgotten your password?  
Forgotten your username?  
[Create a customer account](#)

If you are logging in for the first time you may be asked for some information regarding your security question and answer.

The next page will show you your account and 2 'purses'; one for Cashless Catering and one for Trips and Offers.

Hello, Jackie  
Last login: 15 March 2018 at 12:52 PM

0 Items  
Total: £0.00

**View basket**



Welcome to your sQuid homepage. Here you can view your purse(s), select a top up amount and add to your basket. To view your basket at any time, simply click the 'View basket' button.

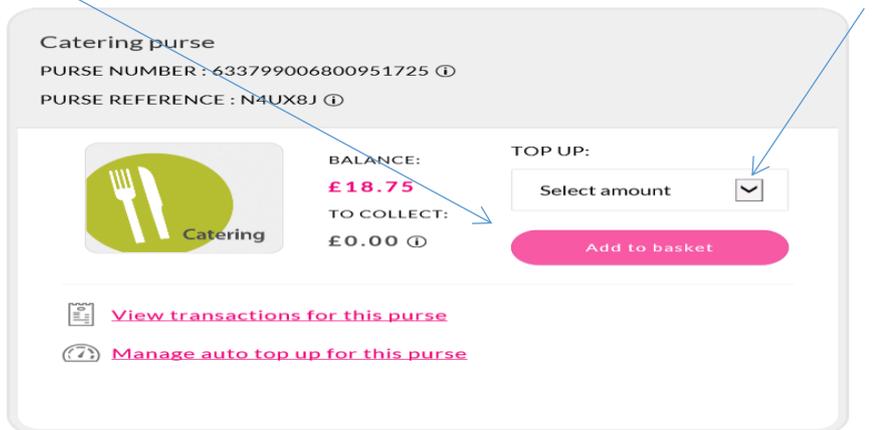


<b>Catering purse</b> PURSE NUMBER : 633799006800951725 ⓘ PURSE REFERENCE : N4UX8J ⓘ	<b>Trips &amp; Offers purse</b> PURSE NUMBER : 633799007270470006 ⓘ PURSE REFERENCE : EYYGGW ⓘ
 BALANCE : <b>£18.75</b> TO COLLECT : £0.00 ⓘ	 BALANCE : <b>£0.00</b> TO COLLECT : £0.00
TOP UP: Select amount <input type="text"/> <b>Add to basket</b>	

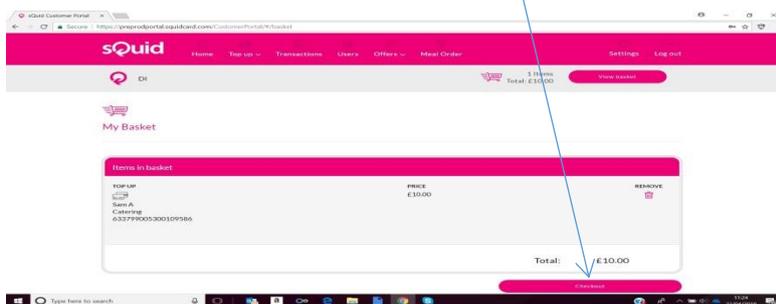
## Making a payment for Cashless Catering

**Please ensure that your daughter has funds available on her cashless catering account before the first day of term to enable purchases to be made in the canteen.**

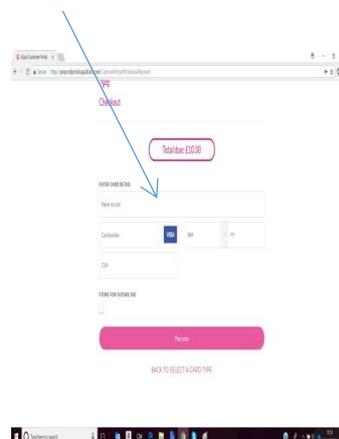
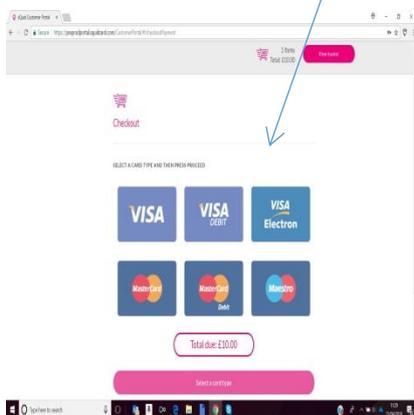
1. To put funds on your daughter's Cashless Catering Card select an amount between £10 and £100 and add to your basket.



2. You can then view your basket and checkout.

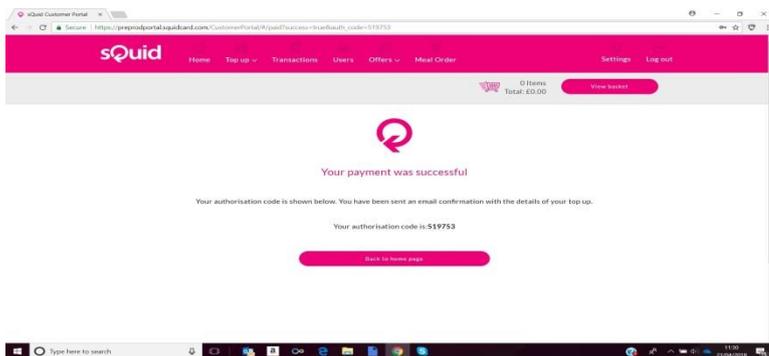


3. Choose your payment method and complete the card details.



Follow the payment process on screen. There is a facility to store the card details for future use if you wish.

- The next screen will confirm your payment .You will also receive an email from sQuid confirming your purchase.



If you have any queries regarding Cashless Catering please contact [info@independentcatering.co.uk](mailto:info@independentcatering.co.uk)

## Making an online payment for a school visit or event

1. Go to the Trips & Offers Purse and click on the offers available.

Trips & Offers purse  
PURSE NUMBER : 633799007270470006 ⓘ  
PURSE REFERENCE : EYGGW ⓘ

**sQuid** BALANCE : **£0.00**  
TO COLLECT : **£0.00**

[3 offers available](#)  
 [0 part paid offers available](#)  
 [View transactions for this purse](#)

2. You will then see the offers available for payment, click on the offer that you wish to make a payment for and add to the basket.

SELECT CATEGORY  
All categories

POSTED ON:	POSTED ON:	POSTED ON:
21/02/2018	22/02/2018	09/02/2018
<b>Swanage May 2018 Y</b> Price: £115.00 Quantity available: 1 <a href="#">View details</a> <b>Add to basket</b> This offer expires in 0 days	<b>Cern 2018 - Final</b> Price: £155.00 Quantity available: 1 <a href="#">View details</a> <b>Add to basket</b> This offer expires in 0 days	<b>Battlefields 2018</b> Price: £135.00 Quantity available: 1 <a href="#">View details</a> <b>Out of stock</b> This offer expires in 0 days

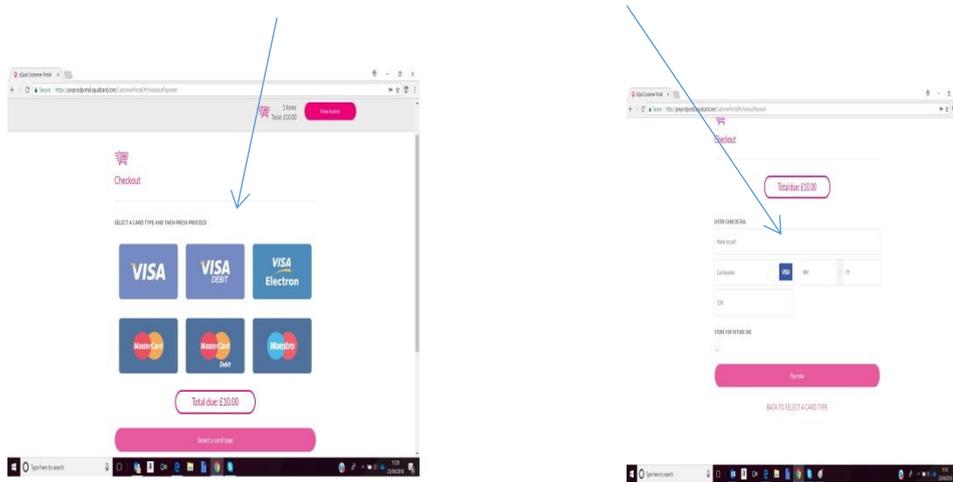
3. You can then view your basket and checkout.

**My Basket**

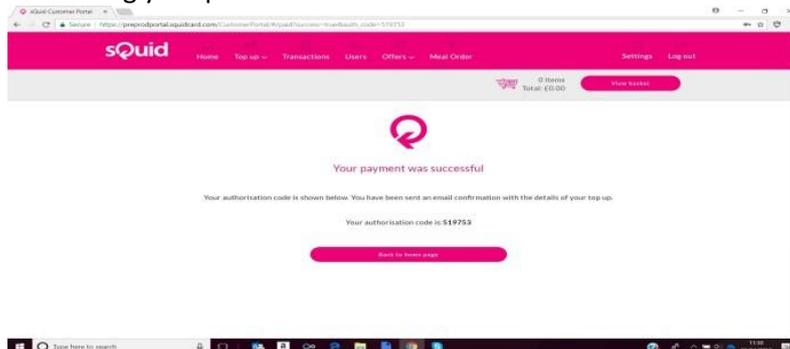
Items in basket				
	PRICE	QUANTITY	TOTAL	REMOVE
<b>SWANAGE MAY 2018 YEAR 8 - FINAL PAYMENT</b> Jackie Healy 633799007270470006	£115.00	1	£115.00	
			<b>Total:</b>	<b>£115.00</b>

**Checkout**

4. Choose your payment method and complete the card details



5. The next screen will confirm your payment .You will also receive an email from sQuid confirming your purchase.



Follow the payment process on screen. There is a facility to store the card details for future use if you wish.

If you have any queries on School Trips & Offers please contact [finance@wallingtongirls.org.uk](mailto:finance@wallingtongirls.org.uk) or [jdovan@wallingtongirls.org.uk](mailto:jdovan@wallingtongirls.org.uk)

## Hints and Tips

- You can pay for your basket in one transaction to include any Cashless Catering transactions and Trips & Offers transactions.
- When registering your account use your daughter's names as the username.
- If you have more than one daughter at the school use the same password for both accounts
- Keep your welcome email safe as it contains your account details and you may need to refer back to them
- You should not have a balance showing on your School Trips & Offers purse. If you have, this means that you have not paid for an individual visit and your daughter's payment will not be registered against the visit. You have merely made a 'Top Up' into the Trips & Offers purse and the funds wait to be allocated to a visit.
- Do not have too many browsers open when you are using the sQuid website, or more than one portal account screen open at the same time.