



St Peter's

Collegiate Academy

Ref: CL/HA/KWA

20 January 2026

Dear Parent/Carer,

I am writing to inform you of an upcoming change to the way payments and permissions are managed at St Peter's Collegiate Academy.

From **Monday 23 February**, we will be moving all academy payments **from SCOPAY to the Arbor app**. This means that payments for items such as school meals, trips, and stationery will be made exclusively through Arbor. Please be assured that any existing balances and payments already made on SCOPAY will be transferred automatically to Arbor. This includes payments for trips or activities that are already being paid for. You will not need to take any action for this transfer to happen.

From **Monday 16 February**, you will no longer be able to make payments via SCOPAY, in readiness for the transfer. However, you will still be able to view your account after this date.

In addition to payments, Arbor will also be used for electronic consent for trips and activities. This change is designed to simplify communication and administration for families by reducing the number of apps you need to use and bringing everything into one clear, secure system.

To ensure a smooth transition, it is essential that all parents and carers:

- Download the Arbor app; and
- Complete their registration as soon as possible, if they have not already done so.

Further guidance will be shared shortly to support you with accessing and using Arbor, and our team will be happy to assist if you experience any difficulties.

Yours faithfully

Miss K Walker
Communications & Public Relations Coordinator

