



**Archdiocese of Birmingham**  
**St. Mary's Catholic Academy**  
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Wednesday 2nd July 2025

Dear Parents/Guardians,

### Arbor Payments

As we approach the end of the academic year, I am writing to inform you that we are in the process of phasing out the use of Scopay/Tucasi.

Following the successful transition to Arbor, and more recently the move to their communications platform, we will begin transferring payments for meals, wraparound care, trips, club bookings, and all other services to Arbor over the coming weeks.

We will be closing the lunch account option on Scopay as of Friday 4th July. Starting Monday 7th July, please use Arbor to add funds to this account. Any existing credit or outstanding balances will be transferred from Scopay to Arbor on Monday morning.

Please continue to book wraparound care as usual up to and including Friday 18th July. From Monday 25<sup>th</sup> August you will be able to book wraparound care for the new academic year on Arbor. We will transfer credit and debt balances from the Scopay account over to Arbor during the summer.

We kindly ask that all trip contributions, as shown on your Scopay accounts are submitted by Friday 18th July.

For parents making payments towards Stanley Head 2025 and Alton Castle 2025, if you are paying by debit card please do not make any further payments after Friday 18th July until the trip appears as active on Arbor (1<sup>st</sup> September). Any outstanding balances after this date will be transferred to Arbor during the summer.

The relevant accounts are now live on the **Arbor Parent Portal/App**, allowing you time to familiarise yourself with the new platform.

Please note that the system relies on parents being registered with the Arbor Parent Portal. Login details have been re-sent today to those who have not yet completed their registration. If you experience any difficulties with registering or using the Arbor Parent Portal, please contact Mrs Harrington in the school office.



You can find the parent guide below, which has been provided to assist you.

[Parent Portal and App - Payments, School Shop, Meals, Clubs and Trips – Arbor Help Centre](#)

Thank you in advance for your patience

Yours sincerely,

Mrs T Edge  
Academy Office Manager

