

Kingswood Nursery School
Briar Road
Watford WD25 0DX
Hertfordshire

Nursery: 01923 672531
Pre-School: 01923 679500
www.kingswood.herts.sch.uk



Dear New Pre-School Parents

RE: ONLINE PAYMENTS – PRE-SCHOOL PAYMENTS

We are pleased to enclose your unique user name and password to enable you to make any pre-school payments online.

To access Wisepay, our online system, you will need to log onto our website on the first page and click on the Wisepay logo at the bottom left of the screen.

This will take to the parent login page where you will need to login using the unique user id and password which is enclosed in the attached letter. Once you have logged in you will be prompted to change your password to something more memorable.

You should now be on the Kingswood Early Years Centre Wisepay home page.

To pay for Pre-School Fees, please click on the “School Fees” box and enter the amount to pay as per your monthly invoice.

(As per our terms and conditions invoices need to be paid promptly in the first week of each month with the exception of your first months invoice as your child may have a staggered start)

Fee paying parents do NOT need to make a half termly contribution for snack as this cost is included in your fees.

To pay for VOLUNTARY contribution (This is only applicable to those children who are currently on 2, 3 or 4 year old free funding)..... please click on “School Shop” box and follow the online instructions

Should you have any difficulty with logging in or need any help with this online payment system please do not hesitate to give me a call.

Kind Regards

Sam Godfrey
Sam Godfrey
School Secretary

