



Castle School

Josephine Butler Campus, Academy Road
Ashington, Northumberland NE63 9FZ
Telephone: 01670 844322 admin.cs@castle.ncea.org.uk

Principal: Mrs S Wild

Dear Parent/Guardian

SIMS AGORA - Online Payments

NCEA Castle School is introducing an online payment system for parents called SIMS Agora (the system is to have a name change in a few months – but all information will remain the same). This system allows you to pay for various school related items, such as:

- Academy Meals Cashless Catering Top-Up
- Trips and Visits - Deposits and Payments
- Other items for purchase will be added as the system is developed

In order to use the system we require an active email address – we will use the address that you have previously provided to the school. If you have not provided one or wish to change the email address which we hold can you complete the slip below and return it.

Providing we have a correct email address you will receive an email message from SIMS Agora within the next couple of days. The email will contain a link that you will need to follow in order to activate your account.

Once registered and activated you will be able to purchase items through the system.

Please note that the system sends e-mails to the account you specify when you sign up to complete the registration process, if you do not receive them please check your Spam and Junk Folders.

If you have any questions please contact Sam Scott in the School Office.

Yours sincerely

Sara Wild

Principal – Castle School



Name(s) of Student/s _____

Name of Parent/Guardian _____

Email Address of Parent/Guardian _____

Signed: _____ Date: _____



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