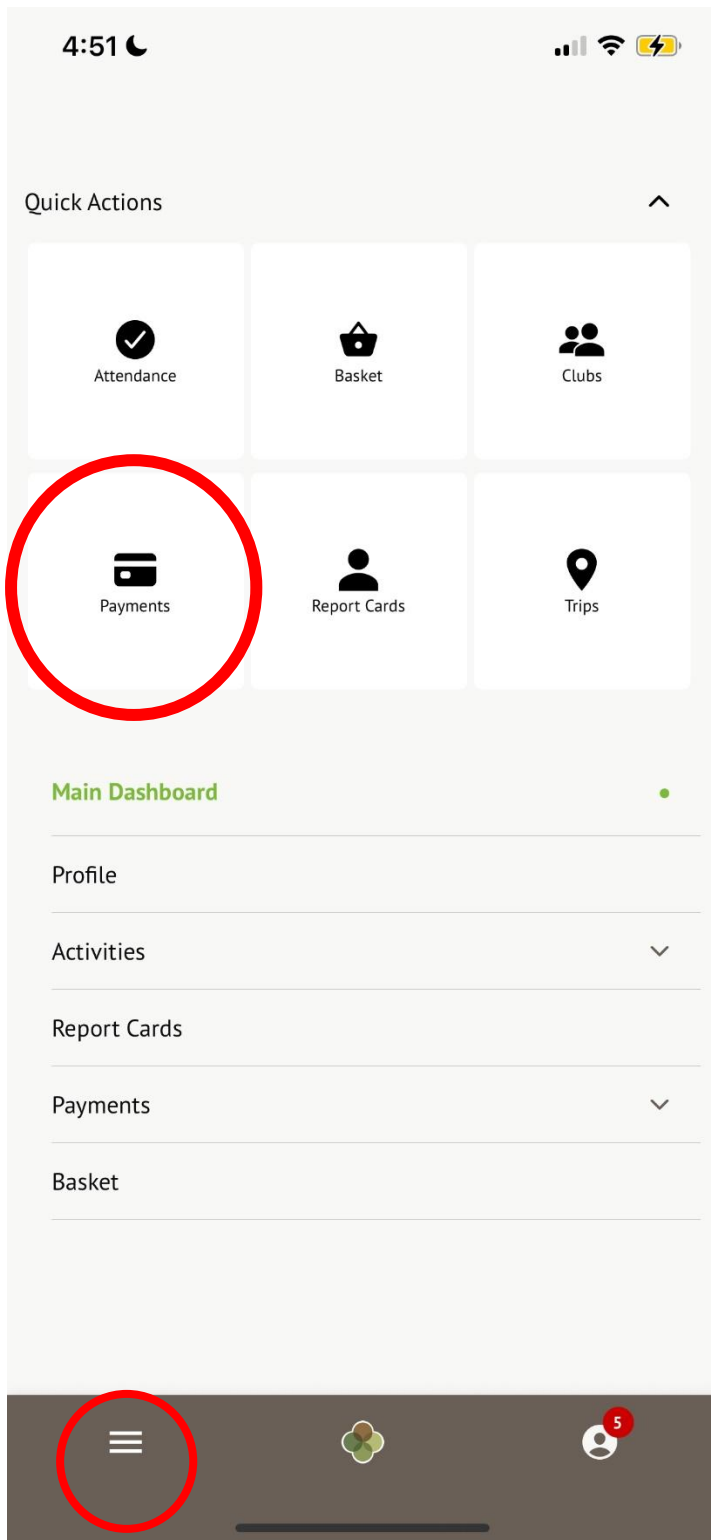


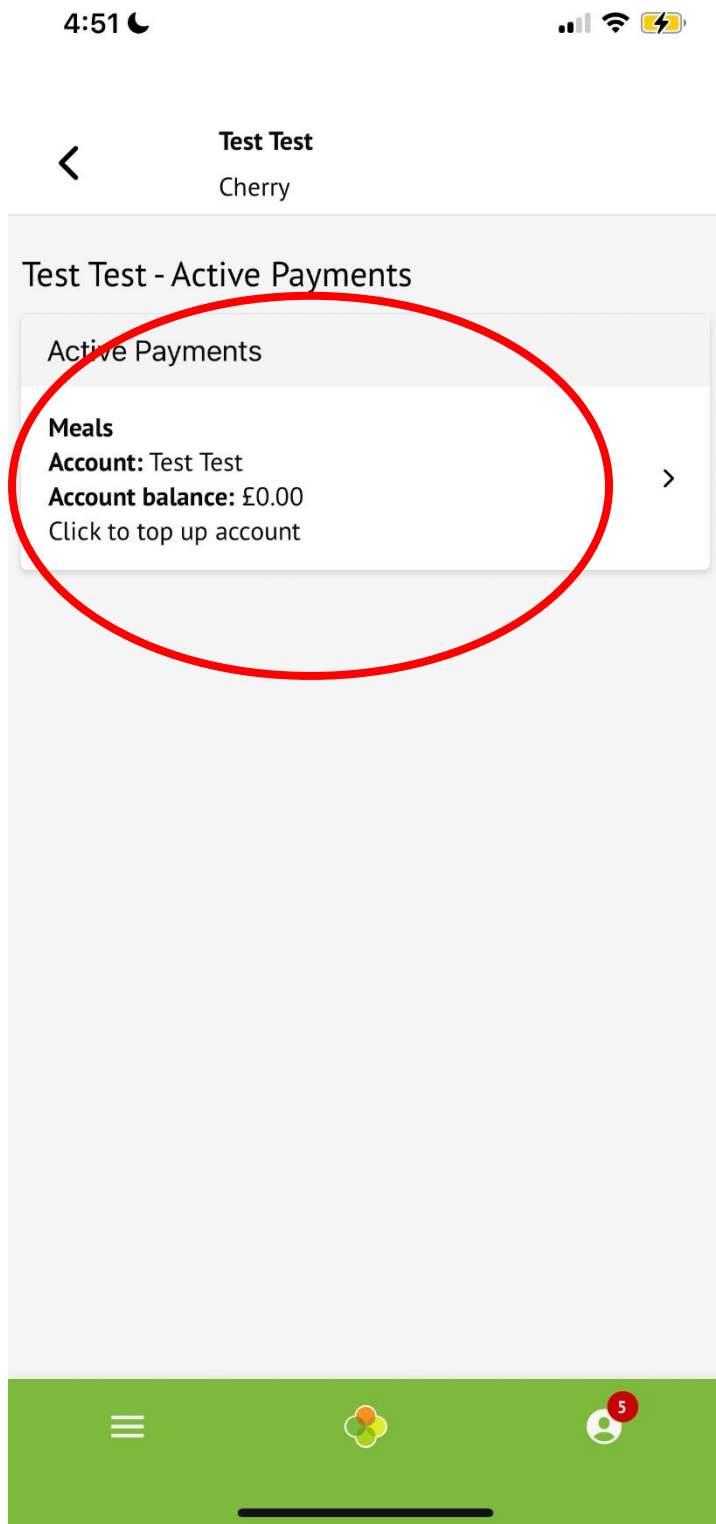
How to add money to Arbor Account for Lunches:

Innovate catering have a 0-tolerance policy with regards to debt. You therefore must ensure there is money on the account for lunches at all times otherwise they can refuse to cater for your child.

Please follow the step-by-step guide below on how to add money to your child's account so that this can be used for lunch.



Step 1 – Login to Arbor and click the 3 lines at the bottom left corner then click Payments.



Step 2 – Here you can see your account balance for your meals. Click this to top up your account.

4:51



Test Test

Cherry

Meals Balance: £0.00

Term

Term 6 [2025]



Top Up Account

Term 6 Total Payments: £0.00

Week beginning 21 Jul 2025: £0.00

Monday

£0.00



Tuesday

£0.00



Week beginning 14 Jul 2025: £0.00

Monday

£0.00



Tuesday





£0.00




Wednesday



Step 3 – This brings you to a breakdown of where your payments have gone each day and week. To add money to your account, click ‘Top Up Account’

4:51    



Top Up Account by Card

Top-Up Details

Customer account
Test Test (Meals)

Bill payer

Payment amount

Put how much money you want adding to account here

Narrative

Description of payment here.

Step 4 – Enter the Payment Amount you want adding and under Narrative put a brief description of what the payment is for such as Lunches. Then click 'Pay Now'

4:51

Make Payment ✕

Card Number

Card Expiration

Name on card

Email

CVC

Step 4 – You will then be taken to a page to enter your card details. Once entered click the green Pay button.

You have now successfully added money to your child's account for Lunches.

To see what your child has purchased follow steps 1 and 2, then click on the amount under the day and it will show you what they have bought that day.