

Black Pepper Online Help Document

As this will be the first time you have used the site, You will need to register first.



So select 'Register' from the top menu bar. The next time you use the site, select 'Login'.

From the Registration page enter your details.

Enter your name, address, email and your contact phone number

Parent First Name

Parent Last Name

Street

City

County

Post Code

Home Phone

Mobile Phone

Parent Email

Terms and Conditions

Promotions

Select you have read terms and conditions

If you wish to receive update and promotional offers, select 'Yes'

You now need to create a login name and password.

Enter a login name and password you wish to use. You need to remember this for future logins.

Parent User Name

Parent Password

Repeat Password

Security Check 8 + 10 =

Security Questions, Just checking you are a real!

To Continue, Select 'Register'

As you have not login before you need to select the name of your children to be added to the meal list.

Use the buttons below to add children to your account. Remember you can always modify meals as long as they are not already booked in the next 7 days.

Select from the menu below.

Select 'Add a Child'

Childs Name	Term	School	Select Lunches	Modify Choice	Print Menu
No Children in meal list. Select 'Add a Child'					

Add a Child

Please enter child's name, school and class from the menu below.

Enter child's first and last name

Childs First Name

Childs Second Name

School Name

Class

Select School and Class from pull down menu

From September 2014, there are three options

Yes	If you are on a low income and you are entitled to a government funding (KS1 or KS2).
KS1	Universal Free School Meals. If your child is in KS1, but not entitled to government funding.
No	If you are not on a low income and your child is in KS2. (Have to pay - Sorry)

Entitled to Free School Meals?

[Apply for free school meals. \(Opens new window tab\)](#)

Select 'Add Child' to continue.

NOTE: Repeat the above stage to add more siblings

Check you have the correct term dates

Saffron Good	March to April 2012	Castlemorton	Select Lunches
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Then select 'Select lunches' to continue.

We now provide packed lunches every day, so if your child does not want a hot meal, try a packed lunch!

Packed Lunches					
	Monday	Tuesday	Wednesday	Thursday	Friday
Meat	Ham and cheese roll	Turkey wrap	Chicken roll	Ham wrap	Sausage roll
or					
Vegetarian	Cheese and cucumber roll	Cheese, Carrot and mayo wrap	Cottage cheese and pineapple roll	Quiche	Cheese and coleslaw roll
or					
Sweet	Jam roll	Chocolate spread roll	Jam roll	Chocolate spread roll	Lemon curd roll
with					
	Carrot Sticks	Celery Sticks	Carrot Sticks	Celery Sticks	Carrot Sticks
	Biscuit	Muffin	Biscuit	Muffin	Biscuit
	Fruit	Raisins	Fruit	Yoghurt	Low fat oven crisp

For example, if you choose a 'Meat' Packed lunch on Tuesday, your child will receive; Turkey Wrap, Celery sticks, muffin and raisins.

For Example Saffron has selected
Monday – Chicken Curry with rice
and Cream Swiss Roll for dessert.

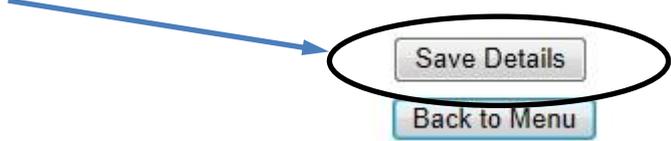
Tuesday – N/R. No meal required.

Wednesday – Meat option packed
lunch.

Thursday – Vegetarian Quiche
with Roast Potato and Broccoli ,
and for dessert Fresh Fruit.

Childs Name: Saffron Good Class: Blue School: Castlemorton									
	N/R	Main			Dessert		Packed Lunch		
		Option 1	Option 2	Option 3	Dessert	Fruit	Meat	Vegetarian	Sweet
Monday 16/04/2012	<input type="radio"/>	<input checked="" type="radio"/> Chicken Curry	<input type="radio"/> Vegetable Curry	<input type="radio"/> Jacket Potato with Cheese and Baked Beans (G)	<input checked="" type="radio"/> Cream Swiss Roll	<input type="radio"/> Fresh Fruit Selection	<input type="radio"/> Meat Packed Lunch	<input type="radio"/> Vegetarian Packed Lunch	<input type="radio"/> Sweet Packed Lunch
'Rice'									
Tuesday 17/04/2012	<input checked="" type="radio"/>	<input type="radio"/> Spaghetti Bolognaise with Pasta Twists	<input type="radio"/> Quorn Bolognaise with Pasta Twists	<input type="radio"/> Vegetable soup with bread roll	<input type="radio"/> Jelly	<input type="radio"/> Fresh Fruit Salad	<input type="radio"/> Meat Packed Lunch	<input type="radio"/> Vegetarian Packed Lunch	<input type="radio"/> Sweet Packed Lunch
'Garlic Bread' and 'Sweetcorn'									
Wednesday 18/04/2012	<input type="radio"/>	<input type="radio"/> Hot Dog	<input type="radio"/> Vegetarian Sausage Hot Dog	<input type="radio"/> Jacket Potato with Cheese and Baked Beans (G)	<input type="radio"/> Syrup Sponge and Custard	<input type="radio"/> Fresh Fruit Salad	<input checked="" type="radio"/> Meat Packed Lunch	<input type="radio"/> Vegetarian Packed Lunch	<input type="radio"/> Sweet Packed Lunch
'Potato Wedges' and 'Baked Beans'									
Thursday 19/04/2012	<input type="radio"/>	<input type="radio"/> Gammon Steaks (Separate Gravy)	<input checked="" type="radio"/> Vegetable Quiche	<input type="radio"/> Tomato soup with bread roll	<input type="radio"/> Blueberry Muffin	<input checked="" type="radio"/> Fresh Fruit Salad	<input type="radio"/> Meat Packed Lunch	<input type="radio"/> Vegetarian Packed Lunch	<input type="radio"/> Sweet Packed Lunch
'Roast Potato' and 'Broccoli'									

When finished selecting meals,
select 'Save Details'



You can now modify your meal
selection at any time. As long as the
meals are 4 days in advance

Or you can now print you meal
selection, by selecting the 'Print'
button

Saffron Good	March to April 2012	Castlemorton		<input type="button" value="Modify"/>	<input type="button" value="Print"/>
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[Print page](#)

Print Page

Term: March to April 2012			
Childs Name: Saffron Good, Class: Blue, School: Castlemorton			
Date	Day	Main	Dessert
16/04/2012	Monday	Chicken Curry	Cream Swiss Roll
17/04/2012	Tuesday	-	-
18/04/2012	Wednesday	Meat Packed Lunch	
19/04/2012	Thursday	Vegetable Quiche	Fresh Fruit Salad
20/04/2012	Friday	-	-
23/04/2012	Monday	-	-

To make a payment, select 'Account Balance'

[Add a Child](#)
[Modify My Details](#)
[Modify Childs Details](#)
[Account Balance](#)

Childs Name	Term	School	Select Lunches	Modify Choice	Print Menu

Black Pepper School Lunches								
Steve Good								
Childs First Name	Childs Last Name	School	Class	Term	Meals orders this term	Cost per meal	Sub Total	Credits
Saffron	Good	Castlemorton	Blue	March to April 2012	3	£2.00	£6.00	0
TOTALS					3		£6.00	0
							Sub Total	£6.00
							Paid (See account history)	£0.00
							Credits (minus)	£0.00
							TO PAY	£6.00
Select 'Make a payment'								

Meal costs

Payment cleared

Balance

[Make a Payment](#)
[Account History](#)
[Back to Menu](#)

Select 'Make a Payment' to continue

Select 'Account Balance' to view previous

Select Payment Method

Select payments type

Payment Type

Cash
Card
Cheque or Free School Meal (FSM)

School

Select 'school' where payment if being sent (Cash/Cheque)

[Select Payment](#)

[Back to Menu](#)

Select 'Select Payment' to continue

For CASH or CHEQUE only

Make a payment

Select 'Payment' to confirm payment.

Amount you wish to pay £

Enter the amount you wish to pay.

Select 'Payment' to continue

[Payment](#) [Back to Menu](#)

Thank You.

Steve Good,
Thank you for your payment.

Please print Remittance slip

[Print Remittance Slip](#)

(Please print and send into school with your payment)

[Back to Menu](#)

[Print page](#)

Please print Remittance slip and send to school with cash or cheque payment

Black Pepper School Lunches - Remittance slip	
Payment Reference	1
Date	03-03-2012
From	Steve Good
School	Castlemorton
Amount	£ 30.00
Payment Method	Cash
Thank you for your payment.	
Please print this remittance slip and return with you payment to school. Please mark envelope FAO 'Black Pepper School lunches', include childs name and school.	

NOTE: Account history will only be updated once 'Black Pepper' receives payment.

For FSM only

Make a payment

No payment required.

Order processed, No payment required for Free School Meals

[Back to Menu](#)

For CREDIT CARD only

Make a payment

Select 'Payment' to confirm payment.



After you have selected the 'Buy button' you will be transferred to the 'WorldPay' web site for processing of your payment.

Transaction No. 2, Amount £ 6.00

Amount and transaction number.

Pay by Credit or Debit Card

Select 'Continue to Payment details'

Continue to Payment Site

You will now be redirected to the WorldPay website. Black Pepper holds no credit card details

Secure Payment Page

Please review your purchase details, then select a payment method to continue.

Black Pepper (Ledbury) Ltd

Description **Black Pepper School Lunches**

Amount **£6.00**

Note: Meal costs.

Select your payment method



Select Card for payment.

Cancel

payments powered by WorldPay

For help with your payment visit the: [WorldPay Help](#).

Return to Black Pepper

Secure Payment Page

Black Pepper (Ledbury) Ltd

Payment Method **Visa**
Description **Black Pepper School Lunches**
Amount **£6.00**

Verified by VISA

Card Details

You must fill in fields marked with *

* Card number
Security code
* Expiry Date
* Cardholder's Name Steve Good

Cardholder Details

You must fill in fields marked with *

* Billing Address
11 Noth Street, Malvern View, Greet Malvern, Worcestershire
Postcode/Zip code WR99 9ZZ
* Country United Kingdom
Telephone 01684 123456
Fax
* Email address Stevegood@yahoo.com

Enter card holders details

START AGAIN

MAKE PAYMENT

Select 'MAKE PAYMENT' to proceed.

CANCEL PURCHASE

Return to Black Pepper

Other options from menu.

Modify Your Details

Add a Child		Modify My Details	Modify Childs Details	Account Balance	
Childs Name	Term	School	Select Lunches	Modify Choice	Print Menu

Modify Your Details

Please enter your details below.

Email

First Name

Last Name

Street

City

County

Post Code

Home Phone

Mobile Phone

Promotions

Modify your details

Then select 'Save Details' below.

Select 'Save Details' to continue

Add a Child	Modify My Details	Modify Childs Details	Account Balance		
Childs Name	Term	School	Select Lunches	Modify Choice	Print Menu

Select a Child

Select your child's name from the list below.

[Saffron Good](#)

[Jonathan Good](#)

Select 'Childs Name' to continue

Modify Childs Details

Please enter your child's details below.

Childs First Name

Childs Second Name

School Name

Class

Entitled to Free School Meals?

Modify child details

Then select 'Save Details' below.

[Save Details](#)

[Back to Menu](#)

Select 'Save Details' to continue