

# HOW TO ORDER SCHOOL MEALS

The screenshot shows the Kingswood Edu-Cater Limited website. At the top, there is a dark navigation bar with the phone number 01536 201203, the email enquiries@kingswoodcatering.co.uk, and buttons for REGISTER and LOGIN. Below this is the Kingswood logo and a navigation menu with links for About, Meals & Menus, Join, Free School Meals, and Downloads. The main content area features a large image of a child's face in the background, with a stack of books, a red apple, and a pencil holder in the foreground. The text reads: "Ensure that your children get fresh food every day" and "You know your child best; you have the choice of different meals that they'll love. Plus, you have peace of mind that you've chosen them fuel to perform at their best throughout the day." A yellow button labeled "MORE ABOUT US" is visible. On the right side, there is a dark orange panel with the heading "Login" and the instruction "Login below and select your meals for next week." It contains two input fields for "Email Address" and "Password", a yellow "LOGIN" button, and a link for "Forgotten password?". Below this is a dark grey panel with the heading "Set up an account" and the instruction "Register yourself and then your child or children for school dinners." A yellow "REGISTER" button is at the bottom. A large black arrow points from the "LOGIN" button in the registration section to the "LOGIN" button in the login section.

01536 201203 enquiries@kingswoodcatering.co.uk REGISTER LOGIN

**KINGSWOOD**  
EDU-CATER LIMITED

About Meals & Menus Join Free School Meals Downloads

## Ensure that your children get fresh food every day

You know your child best; you have the choice of different meals that they'll love. Plus, you have peace of mind that you've chosen them fuel to perform at their best throughout the day.

MORE ABOUT US

### Login

Login below and select your meals for next week.

Email Address Password

LOGIN Forgotten password?

### Set up an account

Register yourself and then your child or children for school dinners.

REGISTER

Go to [www.kingswoodcatering.co.uk](http://www.kingswoodcatering.co.uk) and enter your email address you registered with and the password you chose and click on Login

# HOW TO ORDER SCHOOL MEALS

The screenshot displays the website's header with contact information (01536 201203, enquiries@kingswoodcatering.co.uk) and navigation links (ACCOUNT, LOGOUT). The Kingswood logo is on the left, and a menu (Home, About Kingswood, Meals & Menus, How to Join, How to Get Free School Meals, Downloads) is on the right. A breadcrumb trail shows 'You are here: Home > Account'. The main content area is titled 'Account' and includes a welcome message 'Welcome back John!' with a 'MANAGE ACCOUNT' button. Below this is the 'Manage Children's Accounts' section, which says 'Welcome to your account homepage.' and lists a child named 'Jane Smith' with a 'Test' status, alongside an 'Add Child' button. A large black arrow points from the text 'Click on your Child's Name.' to the 'Jane Smith' entry. At the bottom, there is a 'Get in Touch' section with a contact form containing fields for 'First Name \*' (John), 'Surname \*' (Smith), and 'Message \*'.

This takes you into your Parent account, where you will see your child/ren.

Click on your Child's Name.

# HOW TO ORDER SCHOOL MEALS

You are here: Home > Account > Jane Smith

## Jane Smith

Please see your child's account details below. If you have any questions, please feel free to get in touch using the form at the bottom of the page.

Click on Select Meals



Select Jane's Meals SELECT MEALS



SCHOOL

Test

YEAR GROUP

test year

CLASS

test class

ALLERGY? [UPDATE](#)

No

ALLERGY INFORMATION

N/A

PREMIUM FREE MEALS? [UPDATE](#)

No (Paid)

Meal Information		
Date	Meal Ordered	Price
There is no data available.		

< Previous Page      Next Page >

Financial Information			
Date	Type	Value	Debt
There is no data available.			

< Previous Page      Next Page >

# HOW TO ORDER SCHOOL MEALS

The screenshot displays a meal selection interface with the following structure:

- Navigation: < PREVIOUS WEEK, SAVE MEAL SELECTION, NEXT WEEK >
- Days: Monday 10/02/2020, Tuesday 11/02/2020, Wednesday 12/02/2020, Thursday 13/02/2020, Friday 14/02/2020
- Meal Categories: MAIN, VEGETARIAN, PACKED, CHEF'S CHOICE, JACKET, PUDDING
- Meal Selections:
  - Monday: MAIN (Selected Meal), VEGETARIAN, PACKED, CHEF'S CHOICE, JACKET, PUDDING
  - Tuesday: MAIN, VEGETARIAN (Selected Meal), PACKED, CHEF'S CHOICE, JACKET, PUDDING
  - Wednesday: MAIN, VEGETARIAN, PACKED (Selected Meal), CHEF'S CHOICE, JACKET, PUDDING
  - Thursday: MAIN (Selected Meal), VEGETARIAN, PACKED, CHEF'S CHOICE, JACKET, PUDDING
  - Friday: MAIN, VEGETARIAN, PACKED, CHEF'S CHOICE, JACKET (Selected Meal), PUDDING
- Additional Elements: Information icons (i) for each meal, a 'SAVE MEAL SELECTION' button at the bottom, and arrows pointing to the selected meals.

Click on the meal/s you would like for your child for each day you want. Once clicked the meal will have a box around it saying Selected Meal (in red).

Your child can have between 1 and 5 meals a week.

Once all selections made, Click on Save Meal Selection

# HOW TO ORDER SCHOOL MEALS

You are here: Home > Account > Jane Smith > Select Meals

## Select Your Children's Meals

< PREVIOUS WEEK

**Menu**  
10/02/2020 - 14/02/2020

✓ MEAL SELECTION SAVED

NEXT WEEK >

### Monday 10/02/2020

ⓘ = Meal Information

<b>MAIN</b> Chicken Sausages Herb Potatoes Baked Beans (v) <b>SELECTED MEAL</b>	<b>VEGETARIAN</b> Quorn Frankfurter in a Brioche Roll Baked Beans (v) (v)	<b>PACKED</b> Tuna Mayonnaise Sandwich Sultanas & Raisin Bag Blueberry Flapjack Water Fruit	<b>CHEF'S CHOICE</b> .Chicken and Tomato Pasta Hotpot	<b>JACKET</b> Jacket Potato with Cheese (v) (v)	<b>PUDDING</b> Fresh Fruit (v) (v)
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### Tuesday 11/02/2020

ⓘ = Meal Information

<b>MAIN</b> Beef Bolognese Wholemeal Pasta Sweetcorn	<b>VEGETARIAN</b> Minced Quorn Bolognese Wholemeal Pasta (v) (v) <b>SELECTED MEAL</b>	<b>PACKED</b> .Houghton Ham Roll Raisin Box Ginger Bread Biscuit Water Fruit	<b>CHEF'S CHOICE</b> Mac and Cheese Hot Pot (v)	<b>JACKET</b> Jacket Potato with Tuna and Mayonnaise	<b>PUDDING</b> Melon and Pineapple Platter (v) (v)
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The Save Selected Meals will change to Meal Selection Saved and go from Yellow to Red.

You can then use the next week arrow to move on and order another week or you can click on Account to pay the balance (if your child is in Yr 3 and above and not entitled to Free School Meals)

# HOW TO ORDER SCHOOL MEALS

Welcome back John!

MANAGE ACCOUNT

## Manage Children's Accounts

Welcome to your account homepage.

For all children, you currently owe: £11.50

PAY FULL BALANCE



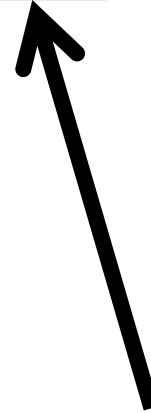
Jane Smith  
Test



Add Child

If your child is in KS1 (Reception, Yr 1, Yr 2) or entitled to Premium Free Meals (and the school have confirmed with us) then the website will not ask for payment and you have completed your order.

If your child is in Year 3 or above, then once you have ordered the meals for the week/s you want and clicked on Account, you will see the Pay Full Balance banner. You can either click on the Yellow button or order for any other children.



# HOW TO ORDER SCHOOL MEALS

## Pay Balance

Please click on Pay Balance and follow the instructions.

Jane Smith		
Date		Debt
04/02/20 14:17	Pupil's Current Balance	£11.50

[PAY BALANCE \(£11.50\)](#)

Once you Click on Pay Full Balance, you will see this page.

Click on Pay Balance



This will take you to the WorldPay Page, where you need to fill in your card payment details, making sure to complete all details



To protect your details this page uses secure encryption



Enter card details > Fill in address > [Submit payment](#)  
No registration required. Fast. Easy. Secure

# HOW TO ORDER SCHOOL MEALS

The screenshot shows the WorldPay payment gateway interface. At the top left is the WorldPay logo. To the right, a security notice states: "To protect your details this page uses secure encryption" with "Verified by VISA MasterCard SecureCode" logos. Below this is a red banner with a shield icon and the text "Secure Payment Form". To the right of the banner, instructions read: "Enter card details > Fill in address > Submit payment" and "No registration required. Fast. Easy. Secure".

The main content area is titled "ardsave Gateway from Worldpay". It features three sections with right-pointing arrows:

- Order Details**: Merchant Name: Kingswood Education Catering Ltd; Amount: £ 11.50 GBP; Order ID: KWD-P13309-20200205095036; Order Description: Combined meal selection payment (MPC: 41019/1150). A red asterisk and "Required Entry" note are present.
- Payment Details**: Includes a Masterpass logo and a "Learn More" link. Below it, text reads: "Or you can complete the payment by completing the card fields below".
- Billing Address**: A series of input fields for Name On Card (John Smith), Card Number, Expiry Date (01/20), Issue Number, Security Code (CV2), Billing Address, Billing City/Town, Billing State/County, Billing Post Code, and Billing Country (United Kingdom).

At the bottom, a green "Submit For Processing" button is highlighted with a large black arrow pointing to it from the right. A small green checkmark is visible next to the "United Kingdom" dropdown menu.

This will take you to the WorldPay Page, where you need to fill in your card payment details, making sure to complete all details fully and correctly.

For example the name here is John Smith, if the card has Mr J Smith on it then it would need to be changed to match. The same goes for the card expiry and other details.

If any details do not match between the card and our system the payment will be declined and meals will not be confirmed and may be removed by the cut off.

Once entered all details click on Submit For Processing. You should then be taken back to our Website with a Payment Successful Screen.