

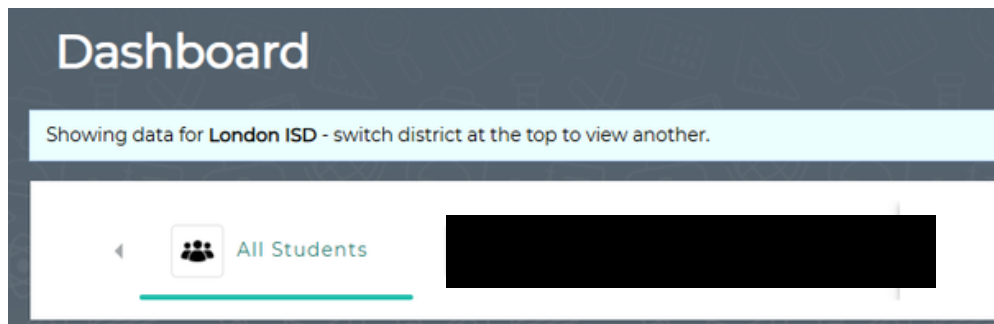
How to Enable Parent / Guardian Notifications in Pay School Central

Step 1: Go to www.londonisd.net.

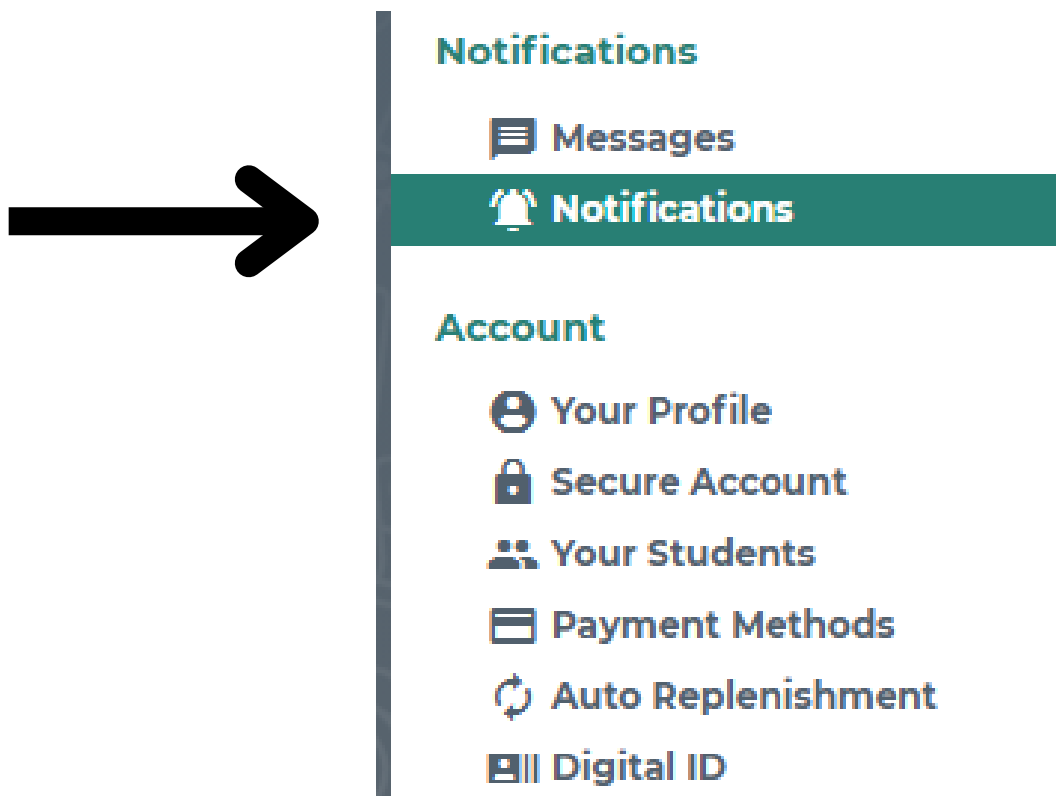
Step 2: Under “Parents” select “Pay School Central- Lunch Money & Free / Reduced App”

Step 3: Log in.

Step 4: Select “All students” under the dashboard (if you have more than one child) or select each child individually for Steps 5 & 6.



Step 5: On the right, click on “Notifications” under the “Notifications” section.



Step 6: Select a balance amount you would like to receive a notification (the screen shot shows \$10 as the threshold selected) and make sure the “Low Meal Balance” and “Balance Reminder” are switched to the right.

Notifications

Settings below apply across all your districts. Sections that are not enabled by a district will have no effect for that district. Hover/Tap the tag on each section to see which district it applies to.

Meal Account ⓘ All 1 district

Balance	Amount \$10.00	▼	Low Meal Balance	☒
Day of Month	Select Day Last Day	▼	Balance Reminder	☒

Step 7: If you selected individual children in step 4, repeat the process for additional children.