

Open your internet browser, type sims pay or open the link: [pay360 education payments - secure online payments - home](https://pay360educationpayments.com)

Press tab sign in



Pick the correct box (**You must pick the box that you used to register your sims account with- make sure you remember it; otherwise, you would not be able to log in to your account**).

For example, if you register with your Google/Gmail account – press the google icon

If you register with your Apple ID – press the apple icon etc.

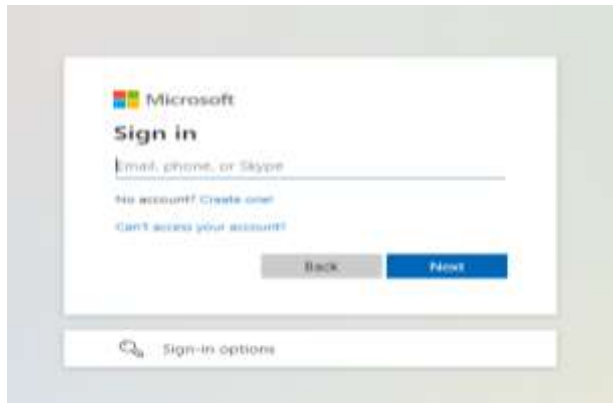


Once you press the correct box, it will take you to your login page

For example

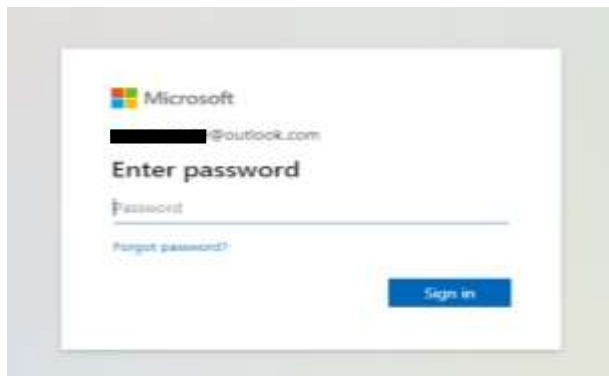
If you register with Microsoft account, you press the Microsoft icon

Type your email address



then

enter password



Once you enter your login details, it will take you to your account

The screenshot shows the Pay360 user interface for Bishop John Robinson Primary School. The header includes the Pay360 logo, the school name, and a welcome message. The main content area is divided into three columns: a left sidebar with navigation and account balance, a central 'School Meal Balance' section with a balance of +£54.80 and a 'Meal Purchase History' table, and a right 'Messages' section.

**Pay360** by Capita Bishop John Robinson Primary School

Welcome, [Redacted] [Log Out](#)

[My Account](#) [My Basket](#) £0.00 (0)

**Account Balance**  
+ £54.80  
Bishop John Robinson Primary School  
+ £0.01  
[Use Invite](#)

**Statements**  
+ School Meals  
+ Transactions

**Products**  
+ School Clubs  
+ Fees & Subs

**School Meal Balance**  
Your balance is **+ £54.80**  
Add funds between £1.50 and £200.00  
 [Add to Balance](#)

**Meal Purchase History**

Item	Date	Cost (£)
SM KS2 & N	27 Apr	2.74
ABS	26 Apr	0.00
SM KS2 & N	25 Apr	2.74
SM KS2 & N	22 Apr	2.74
SM KS2 & N	21 Apr	2.74

[See More](#)

**Messages**  
No messages

Pay360 Limited trading as Pay360 by Capita  
Our registered office is 65 Gresham Street, London, EC2V 7NQ and our registration number is 2538217

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**Pay360** by Capita

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To pay for a school meal

**Enter an amount in the box School Meal Balance - for example, £10.00**

Then press add to the basket

Pay360 by Capita Bishop John Robinson Primary School

Welcome [Redacted] [Sign Out](#)

[My Account](#) [My Basket £0.00 \(0\)](#)

**School Meal Balance**

Your balance is **+ £54.80**

Add funds between £1.50 and £200.00

[Add to basket](#)

**Meal Purchase History**

Item	Date	Cost (£)
SM KS2 & N	27 Apr	2.74
ABO	26 Apr	9.00
SM KS2 & N	25 Apr	2.74
SM KS2 & N	22 Apr	2.74
SM KS2 & N	21 Apr	2.74

[See More](#)

**Messages**

No messages

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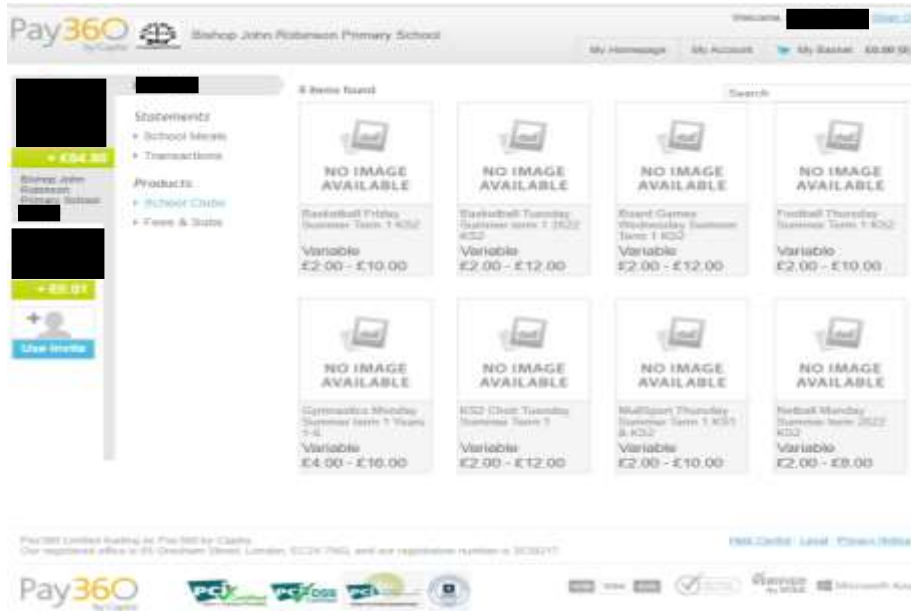
Pay360 by Capita PCI DSS PCI VISA Microsoft Azure

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To pay for School Clubs

**You go to Products-> School Clubs**

Press the school clubs, and it will take you to all school clubs available for your child

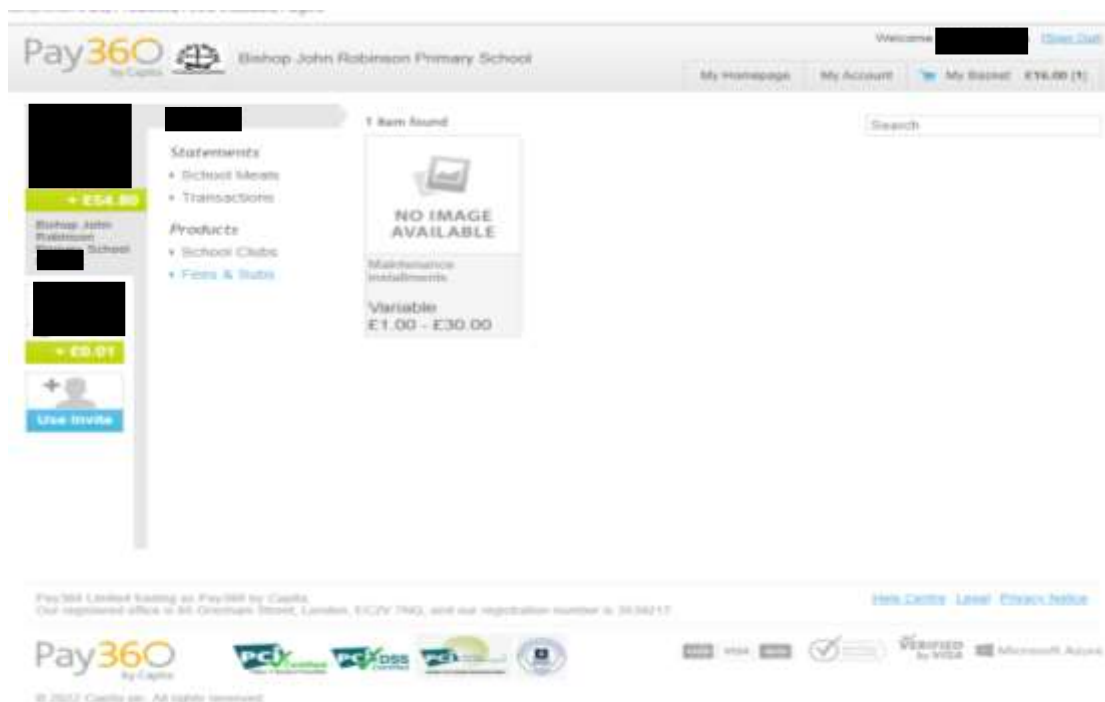


You choose which club you want your child to attend, press the box then add it to the basket.



To pay Maintenance

***You go to Products-> Fees & Subs***



You press the Maintenance box and add it to the basket.

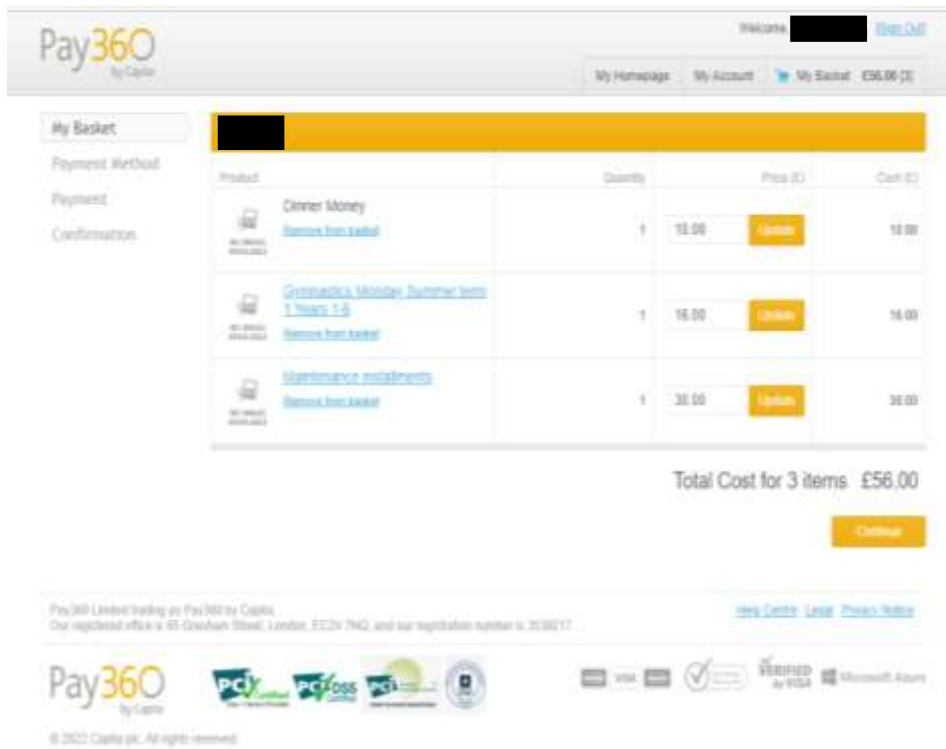
There will be other options available to pay via SIMS Pay, for example, Trips, Swimming etc.

All the payments will be placed under Products-> etc.

Whenever we set up things to pay, we will let parents/carers know under which tab they can find the required product.

Once you pay for all the things you require, you go to the top right corner of the page My Basket. You click, and then it will take you to a page where you will see all the items in your basket.

For example:



Then You Press Continue -> Choose Payment Method



Add your card details -> continue -> after that, follow the steps until appeared message that transaction has been successfully completed

The screenshot shows the Pay360 by Capita payment interface. At the top left is the logo "Pay360 by Capita". Below it are logos for MasterCard, VISA, and VISA Verified by Visa. The text "All banks marked \* are mandatory" and "Amount: £25.00" is visible. The form fields are: "Card Number\*" (a long input field), "Expiry Date\*" (two input fields separated by a slash), and "Security Code\*" (a three-digit input field). A yellow "Continue" button is at the bottom right. Below the form, there is a note: "Note: Clicking on the links below will open a new browser window." followed by "MasterCard SecureCode" and "Verified by VISA" logos, with links "Mastercard: Learn more" and "Visa: Learn more".