



IFG Online Ordering

1. Open the web page: ifg-psm.co.uk (this page can be translated by selecting an alternative language from the drop down menu).

IFG	Not logged In Cucina Primary	ONLINE MEAL ORDERING Select Language ~ Powered by Gender TRANSLATE
HOME GETTING STARTED FAQ FREE SCHOOL MEALS CONTACT US WHY ORDER SCHOOL LUNCHES QUICK LOGIN	Impact Food Group provides delicious hot meals and packed lunches for you to pre-order online. We believe in creating healthy meals which inspire pupils and helps them concentrate at schools to get the very best from their education. This portal allows you to order hot meals and packed lunches for your children for them to have at school. Thregister on the system, click <u>"Getting Started"</u> in the matu	VIEW YOUR SCHOOL'S MENU HERE
Mobile Login USERNANE PASSWORD: SIGN IN Forgot your password? IFO NEWS If your child will be attending school, please continue to order and pay via the website as usual. Thank you for your heip. If you wish to		Please select v

2. Select 'Getting Started' and you will be directed to this screen:



3. Select the 'Click here' to open the Registration Form option.

4. When directed to this page a username and password need to be created by you, and name of parent, email address, mobile phone number and home address need to be entered. When this is completed click 'Register'.

IFG	Primary	MEAL ORDERING Select Language
		POWERED BY Google TRANSLAT
номе	R	EGISTRATION FORM
GETTING STARTED	Please complete the followin	g form to register for an online account.
FAQ	Please only register once. If	you have forgotten your username or password please
FREE SCHOOL MEALS	contact us.	
CONTACT US	We will only use these detail	Is if we need to contact you about your child's school
WHY ORDER SCHOOL	meals.	
	Login Username	for logging into your new account (eg. "hsmith")
QUICK LOGIN	Login Password	for logging into your new account (eg. "hsmith34")
Mobile Login USERNAME:	Please remember your chosen Us	sername and Password, you will need these to login to your account
PASSWORD:	Name of Parent/Guardian	full name (including surname)
	Contact E-Mail Address	
SIGN IN	Mobile Phone Number	+447700987987
Forgot your password?	Number & Street	
	Town	
IFG NEWS	Postal Code	
If your child will be		
attending school,	I have read, understood	d and accept the Terms and Conditions of use
please continue to		
order and pay via the		
website as usual.		Register
Thank you for your		

5. You have now created your account and will be asked to save a credit or debit card to make payments to IFG. The full card details are held securely by our banking merchant, Worldpay, not by IFG. If your child is entitled to Free School Meals (this may be due to low income or if your child is in Reception, Year 1 or Year 2) you do not need to enter any card details.

1	Add a debit/credit card	Your saved cards	Auto Topup	Gateway	Remov
Label this card:	eg. current account				
Name on Card	CUSTOMER NAME				
Card Number	1111 2222 3333 4444				
Expiration	MM / YYYY				
CVC	123 ?				
VISA	SAVE CARD				
		Test Expires End: 2022- 11		∂world pay	Û
There may be times hem. If you fail to t next weeks meals p n order to enable th esubscribe it, you v This card is not s To authorise the	THE TERM AND WE WILL TAKE C/ s when you have meals ordered for op-up by the deadline, and would b lease put a tick in the "Auto" colurn his functionality). If you unsubscrib will then need to make another ma subscribed to Auto-Topups card for Auto-Topups you need to to take money from this card in or	next week, but you h he happy for us to aut nn (Note: you need to e a card from Auto to nual topup to activate make a manual topup	omatically tick then m pups and l the facility b below usi	bill your card t nake a manual ater decide to /.	o cove



For Worldpay security verification reasons the name and address linked to the credit/debit card should match the name of the IFG account holder.

We offer an auto top-up facility to allow us to automatically bill your card for the amount required to pay for the following week's meals. If you wish to select this option please make one manual payment and then tick the "Auto Top-up" box which will appear. Once the manual payment has successfully been received the auto top-up facility will be active. Full details can be found on the web page.

6. Scroll down past the payment card section and click on "Register new child".

CVC 123 ? VISA	Test Expires End: 2022- 11	∾ ovorldpa	ay 🔟 -
ORDER ONCE FOR THE TERM AND WE WILL TAKE CAP There may be times when you have meals ordered for r them. If you fail to top-up by the deadline, and would be next weeks meals please put a tick in the "Auto" column in order to enable this functionality). If you unsubscribe resubscribe it, you will then need to make another manu This card is not subscribed to Auto-Topups To authorise the card for Auto-Topups you need to m We may attempt to take money from this card in ord	next week, but you have happy for us to a norma n (Note: you need to tick a card from Anto topup ual topup to activate the nake a manual topup bel	tically bill your card then make a manu s and later decide t facility. ow using the card	l to cover al payment
REGISTERED PEOPLE			
Click on a person below to place orders / change selections.			
"Account balance" is your balance today (it can take up to 5 minut	es to change following a pay	ment).	
"Total" is the amount to pay to cover any debt and all future items	ordered.		
The minimum credit/debit card transaction value is \pm .00			
Name	Hot Co	unter	Total
Register new child		I want to topup	£0.00

7. Now enter the name of school from the dropdown box, child's first and surname and class. Tick the box if your child is eligible for free meals (this includes all children in Reception, Year 1 or Year 2) and click 'Register'.

REGIS	TDA'	TION	FO	DM

Please complete the following form to add a child to your account Name of Parent/Guardian A Person Name of School Abbey View Schoo ~ Childs First Name John Childs Surname Smith Class Year 1 V Eligible for free school meals or Universal Infant free school meals (all pupils in Reception, Year 1 or Year 2)





8. If you need to add another child, return to the Summary/Checkout page and the option is here. Follow the same process as the first child.

🥯 Το aι	uthorise the card for	^r Auto-Topu	ips you need to	o make a manual topup belov	vusing the card
We r	nay a tempt to take	money fror	m this card in o	order to avoid meal cancellati	ons
REGI	STERED PEOPLE				
Click o	n a person below to plac	e orders / cha	ange selections.		
"Accou	unt balance" is your balar	nce today (it ca	an take up to 5 m	inutes to change following a payme	nt).
"Total"	is the amount to pay to	cover any deb	t and all future ite	ms ordered.	
The m	inimum credit/debit ca	transaction v	alue is £2.00		
	N	a ve			Hot Counter
	Johr	1 Smith		Account balance:	£0.00
	Class: Year 1	1	~	I want to topup:	n/a
		Register a	another chil	d	I want to top

9. You are now fully registered. To order please log-in and click on the name of your child.

IFG	Innovate Cucina Primary					ONLINE MEAL DEDERING Selet Language Could TRANSLATE
LOGOUT			SUMMARY /	CHECKOUT		
CHANGE PASSWORD	PAPENTI/GUARDIAN C	CONTACT DETAILS				
A PERSON	Address: 1					
ITEMS FOR JOHN		nytown				
SUMMARY / CHECKOUT	Postcode: Z					
IFG NEWS	Mobile: +	447711123879		Get SMS Reminders: 🗹	at 15:00	*
	E-Mail: er	mail@hotmail.com		Get Email Reminders: 🗹	2	
If your child will be attending school, please continue to order and pay via the website as usual. Thank you for your		DEBIT CARDS to receive free school meak ? your card details. Please "f				SAVE CHANGES
help. If you wish to contact us please email		Add a debit/credit card		Your saved cards	Auto Topup	Gateway Remove
primary@impactfood.co.uk	Label this card:	eg. current account				
	Name on Card	CUSTOMER NAME				
	Card Number	1111 2222 3333 4444				
	Expiration	MM / YYYY			No stored care	ls



10. Before you can order meals you will need to complete an Allergen Questionnaire for your child (this is required even if your child does not have any food allergies/intolerances). Click on "Allergen Questionnaire" to proceed. If your child does have a food allergy/intolerance you will be required to upload an item of medical evidence and a photo of your child.

Information	
Here you are able to order items for John Smith in Class: Year 1.	
You will not be able to proceed to the ordering page until you have completed our <u>Allergen</u> <u>Questionnaire</u> . Completion is required even if your child does not have any allergies / intolerances.	
If your child's dietary requirements change at any time please resubmit our Allergen Questionnaire.	

Once you have completed the Allergen Questionnaire you will see the "Hot Counter" tab.

11. Click the 'Hot Counter' tab near the top of the next screen and start ordering by clicking the small circle immediately below the meal of choice. Once a meal order has been placed the date at the top of the page will turn from orange to green. We do not automatically issue an order confirmation email but details of all future orders can be obtained by clicking the envelope icon.

The order details can be printed by clicking the printer icon.

Meal selection for John Smith MARCH 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 MAR 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 MAY 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 JUNE 1 2 3 4 5 6 7 8 9 10 11 12	MARCH 1 2 3 4 5 6 7 0 10 11 12 13 14 15 16 17 15 10 20 21 22 23 24 25 26 27 28 2 APRIL 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 2 MAY 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 2 JUNE 1 2 3 4 5 6 7 8 9 10 11 12 13 16 17 18 19 20 21 22 23	23 24 25 26 27 2 23 24 25 26 27 2 23 24 25 26 27 2 er. er. Jacket Potato w																											
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Changes are saved automatically. The Print icon can be used to print your order. If you would like your current order emailed to you please click: Click here to view allergen document Lclick to expand - Meal highlighting	Changes are saved automatically. The Print icon can be used to print your order. Fyou would like your current order emailed to you please click: Click here to view allergen document I click to expand - Meal highlighting I click to expand - Bulk ordering Menu for week commencing Monday, 8th March Day N Main Meal Vegetarian Meal Jacket Potato N Sauce & Wholemeal Pasta / With Crispy Potato Top / Beans, Tuna Mayon	er. Jacket Potat Jacket Potato v	JUNE 1	1 2	2	3	4	5 (67	78	9 1	10 1	11	12 1	3 14	15	16	17	18 1	19 2	0 21	22	23	24 2	5 26	27	28	29	30
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	Day N Main Meal Vegetarian Meal Jacket Potato N Turkey Meatballs in Tomato Quorn & Vegetable Bake Jacket Potato with Sauce & Wholemeal Pasta / with Crispy Potato Top / Beans, Tuna Mayon	Jacket Potato v	L click to exp																										
	Sauce & Wholemeal Pasta / with Crispy Potato Top / Beans, Tuna Mayon		1			_		k or	rderi	ring	_		com	nme	ncir	ng N	Ion	Iday	/, 8t	h M	arc	h							То
Day N Main Meal Vegetarian Meal Jacket Potato Meal	Custard Custard Desert		click to expa	xpar	an	_		k or M	rderi	ring u for	wee		com	nme	ncir	<u> </u>						h		Jac	ket	Pota	ato		

If you wish to order the same type of dish (e.g. Main Meal) every day for your child click on 'Bulk ordering' and select the type of dish required from the drop down menu.



12. If you have ordered and need to pay for your child's meals your home page will look like below. In this example meals for a full week (totalling £11.50) have been ordered. If you have ordered for the full term the greater amount will show. If you do not want to pay for the full term and would like to pay in instalments, then please amend the 'I want to top up' box with the amount you would like to pay.

	on below to place orders / ch		utes to change following a payn	sost)	
	mount to pay to cover any de			ieritj.	
The minimum	credit/debit card transaction	value is £2.00			
	Name			Hot Counter	1
	John Smith		Account balance:	£0.00	
Cla	ss: Yr R-Panda Bears	~	I want to topup:	£ 11.50	£
	Register a	another child		I want to topup	£
		Using card: PI	lease add a card above 💙	CVC:	
			Click bo	re to pay £11.50	

Please note: Your Innovate account only gets debited on the day that the child eats.

13. To make a payment select the credit/debit card required, re-enter your cvc number and click on the 'Click here to pay' box.

REGISTERED P					
lick on a person b	elow to place orders / cl	hange selections.			
Account balance"	is your balance to ay (it	can take up to 5 minu	utes to change following a paym	ent).	
Total" is the amou	int to pay to cover any le	bt and all future item	s ordered.		
he minimum crea	lit/debit card transaction	alue is £2.00			
	Name			Hot Counter	Total
	John Smith		Account balance:	£0.00	
	Yr R-Panda Bears	~	I want to topup:	£ 11.50	£11.50
Class:	TI IN-I anua Deals				
Class:		another child		I want to topup	£11.50

Additional Information

Orders for the following week must be placed and paid for by midnight of the previous Saturday. For example, to order for the week commencing 15/03/2021 orders must be placed and paid for by midnight on Saturday 13/03/21.

You can order one week at a time or for the whole term, just keep scrolling down the Hot Counter page.

Once you have created your account a mobile app is available for use on mobile devices. Simply click the "Mobile Login" link on the Home Page.



If you are having difficulties setting up your account or ordering food please feel free to contact us on: <u>primary@impactfood.co.uk</u> or: 0204 542 7211 (office hours - Monday to Friday 8.30am to 5.00pm).

IFG Ltd Tel: +44 (0)204 5015000 hello@impactfood.co.uk impactfood.co.uk

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