**Bank accounts paper statements to cease:**

To all our Barclays Bank Account Users:

Paper Statements will be stopped within a few of days. Therefore all Barclays account users should have activated their Cards and should be able to access Barclays online banking service to produce statements online (<https://cashmanagement.barclays.net>).

Any users which hasn’t activated their card(s) should contact Finance and Business Services via e-mail to banking@educatorsolutions.org.uk to activate their card(s) or order new cards if required.

Also I would like to remind schools that the free banking period for Barclays has ended, therefore, there are charges for each paper statement and for any new/replaced card (£5.00 for each card). All bank charges can be found in the previous MI Sheet number: 25/17, dated 17/02/17, [Bank Charges information and sample letters.pdf](https://csapps.norfolk.gov.uk/csshared/ecourier2/getfile.asp?id=17007)

Schools that prefer paper Statement should contact banking@educatorsolutions.org.uk to re-activate their Paper Statements. The email must be from the Head teacher and will be agreeing that the school will accept the charges for this facility. Schools will then be charged by Barclays to the schools bank account on a quarterly basis.

For any reason if you cannot log onto Barclays.Net and require a statement, users can contact their finance support officer for a bank statement (please be aware a charge for this service exists) requests can be sent via email to schools.finance@educatorsolutions.org.uk