



Online Payment Facility Now Available

It is now possible for parents to make online payments to the school via a secure payment page hosted by Westpac. Payments can be made using either a Visa or MasterCard credit or debit card. **To access the online payment system click on the [\\$ Make a payment](#) tab on the front page of the schools website.**

Items that can be paid include general school contributions, subject contributions, excursions, sales to students and creative and practical arts activities. There is also a category called "Other" which covers any items not covered in the previous headings. "Other" can be used by any other person or entity to pay a school invoice.

When you access the [\\$ Make a payment](#) you must enter:

- the students name, class and reference number
OR
- the students name, and date of birth.

These details are entered each time you make a payment as student information is not held within the payment system. **There is also the option to enter the Student Registration Number and Invoice number - these are not used at our school, please leave blank.**

This is a secure payment system hosted by Westpac to ensure that your credit/debit card details are captured in a secure manner, these details are not passed back to the school.

You have the ability to check and change any details of the payment before the payment is processed and receipts can be emailed to the school and/or printed.

Details of the payments are passed daily to the school where they will be receipted against your child's account. As a receipt has been issued from the payment page a further receipt will not be issued by the school.

Should you require any further information regarding the Online Payment process please contact the School Administration Office on 4341 9066.