

Making online payments

It is now possible for parents to make online payments to the school for amounts owing for students, via a secure payment page hosted by Westpac. Payments can be made using either a Visa or MasterCard credit card or debit card, and can be made via computer, tablet or mobile phone. The payment page is accessed from the front page of the school's website by selecting \$ Make a payment.

Westpac has recently improved the system to allow more time for details to be entered and for parents to be able to make payments using the auto-fill option, thus not having to reenter their details. Payment can now be made via a credit card or via direct debit from a bank account.

Items that can be paid include voluntary school contributions, subject contributions, excursions, sales to students and creative and practical arts activities (these include band, drama and dance). There is also a category called 'Other' to cover items not covered in the previous headings, 'Other' can be used to make a complete payment of a school Statement of Account.

When you access the \$ Make a payment you must enter:

- the student's name
- class
- date of birth.

These details are entered each time you make a payment as student information is not held within the payment system.

This is a secure payment system hosted by Westpac to ensure that your credit card or 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. Receipts can be emailed 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 to you from the payment page a further receipt will not be issued by the school.

For any enquiries regarding the online payment process please contact the School Administration Office.

Telephone Interpreter Service

If you need assistance with English to contact the school please call the Telephone Interpreter Service on 131 450, tell them what language you need and ask the operator to phone the school. The operator will get an interpreter on the line to assist you with your conversation.

You will not be charged for this service.