**SALT ASH PUBLIC SCHOOL**

**Respect, Consideration, Co-operation**

 **Quality education in a unique caring environment**

 **4 Salt Ash Avenue SALT ASH 2318**

 **Ph: 4982 6251 - Fax: 4982 6045 Email:** **saltash-p.school@det.nsw.edu.au**

30th May 2016

Dear Parents and Carers

 **Salt Ash Public School** will transition to the new NSW public schools’ finance system and a new bank account in **June 2016.**

To ensure a smooth transition, there will be changes to the way we accept parent or carer payments.

**Direct deposits**,can no longer be accepted into our school bank account. This account will be closed to transition to a new Department one for central banking of all NSW schools which are moving to the new finance system.

**Cash and cheque payments:** In the month of **June** 2016 we will **not** be able to accept payments by cash or cheque as we close our current bank account and transition to the new one. Please ensure that you have made any outstanding cash or cheque payments before 1 **June 2016.**

From **1st July 2016**, cash and cheque payments will be accepted as before.

**Online payments:**  We will begin to accept online payments using the Department of Education’s **Parent Online Payment (POP) system** as of 1st July 2016. A button to access this online payment system titled **‘$ Make a Payment’** will be visible on the utility bar **on the front page of our school’s** **website** at [**http://www.saltash-p.schools.nsw.edu.au/**](http://www.saltash-p.schools.nsw.edu.au/)By selecting this link, parents and carers will be taken to a secure Westpac QuickWeb payment page, from which they can make online payments.

Please note: As a Westpac-hosted solution, cardholder and account details will be held securely, helping to protect the school and its customers from fraudulent transactions as well as assisting in meeting the Payment Card Industry Data Security Standard (PCIDSS) compliance requirements.

There will also be a new way of ordering and paying for **Scholastic Book Club** called LOOP (Linked Online Ordering & Payment platform for Parents. Please see the attached information.

We thank you for your patience and understanding as we transition to our new finance system. We are hopeful the addition of an online payment facility, (more information on the back of this letter), will prove of benefit to families. If you have any further questions, please contact **the school office on telephone 49826251 or email** **saltash-p.school@det.nsw.edu.au**

Yours sincerely

Andrew Price

Relieving Principal