How To Pay Your Child’s Contributions and Charges

Payments can be made from 1 January 2015 after our computer system has advanced the students year group and the 2015 debt has been added.

- **BPAY**
  - A separate BPAY transaction must be made for each student referencing the student number printed on your child’s statement
  - If payment is made for less than the total statement amount please email kylie.christie@education.wa.edu.au advising the breakdown of items the payment is for.

- **Posting/Faxing/Emailing**
  Fax: (08) 9364 1832. Email: kylie.christie@education.wa.edu.au
  - Please use the Postal/Fax payment form for these methods. This can be done anytime after receiving your statement.
  - Transactions will be processed mid January 2015 or thereafter.

- **Depositing the Postal/Fax Payment Form into the Money Collection Post Slot** outside the Finance Office.
  - Payment via this method can be made by Money Order or Credit Card
  - Transactions will be processed mid January 2015 or thereafter.

- **Phoning** your Credit Card details through to the Finance Office during the week prior to school starting, on 9314 9368 between the hours of 8.00am and 3.00pm.
  - Please have your Voluntary Contributions and Charges Statement at hand when making payment by phone.

Making Payment in Person at the Finance Office

Due to the current building works and access restrictions to the school during January the Finance Office will only be open on the dates below purely for payment of voluntary contributions and charges.

Please direct all general school operation questions and any enquires relating to the subjects your child is enrolled in, lockers etc to our Reception staff.

**Payments can be made at the school’s Finance Office on the following dates;**

- **Thursday 5th February 2015** 11.00am – 1.00pm
- **Friday 6th February 2015** 8.30am – 10.30am