

24 February 2014

Dear Parent/Carers

School Banking Information via our School Web Page

ACT schools are now banking with Westpac.
Our school's new BSB is 032-777, and our account number is 00-1383

Please ensure you amend your banking records to reflect these changes. If you have the school saved as a beneficiary in your online banking you will need to amend the BSB and account number.

We have implemented a new online payment option, using a Westpac service called Quickweb.

You can go to our school website and make a payment to the school's bank account. There will be a link that will redirect you to our Westpac Quickweb site. Payments can be made using a credit/debit card, for any school event, or financial contribution.

The information you complete on the form will enable us to accurately identify the funds and the purpose. The terminology used is listed below:

Family key; your family's identifier, first five letters of your last name and the first letter of your first name.
For example John Smith - SmithJ

Student key; first five letters of the students last name and first letter of his/her first name.
For example Jessica Jones - JonesJ

Fee Codes.; a unique identifier of the event you are depositing funds for. This will be found on the correspondence sent home with your student. This can be found on the bottom of the correspondence or place name of excursion in fee code field.

The Quickweb payment facility will assist us to accurately identify the sender and the correct ledger for the funds to be receipted against. Receipts for payments can be issued via Westpac Quickweb. Payment receipts to the Library Trust Fund will be issued by school.

Debbie Carne
Business & Facilities Manager