

Norfolk Village State School Payment Options Policy

Norfolk Village State School offers a variety of payment options for parents to pay for school activities, excursions, swimming, camps, etc.

- **BPoint & BPoint Over the phone (details on invoice)**
- **QParents App (direct link provided on the APP)**
- **Internet Banking**
- BPoint Electronic Direct Debits
- Centrepay Deductions

For the above **Highlighted payment methods**, there can be a 48-hour delay between banking institutions before the data shows up on our statement, please do not leave payment until the due date as it will not show on our bank statement. Payments **MUST** be made 3 days prior to the due date.

We are also registered with Centrelink and if your family receives a Centrelink payment you may choose to set up Centrepay deductions as a direct debit to the school against any fees owing. A minimum payment of \$25 fortnightly is required. Please see the office for forms to participate in this.

If you wish to take advantage of a payment plan for camps etc, a BPoint Electronic Direct Debit can be utilised. This is designed to assist in managing large amount student invoice payments. After discussions between yourself and the school, we send you an email with a link to direct you to the BPoint direct debit web page where your credit card details can be entered. You will receive an email 24 hours before a deduction to remind you of the direct debit. Please contact the school office to set up any payment plans using this option.

All payments for excursions need to be finalised prior to the excursion date or the students will not be attending the excursion. A due date will be included on all letters regarding school activities.

Parents will be given a least 3 weeks' notice of an excursion/activity.

Many excursions/activities are non-refundable after the closing date, as once the school commits to certain student numbers, many expenses are finalised.

Any payments to the P & C Association (eq fundraising) are separate to school activities. Do not use the school's bank account to pay these.

Please see the Principal for confidential assistance if your family is in difficult financial circumstances.

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