



1st May, 2017

Dear Parents and Carers,

Springwood High School will transition to the new NSW public schools' finance system and a new bank account on 24 July 2017.

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

1. **EFTPOS payments:** We will not be able to accept EFTPOS payments between 19 July and 24 July 2017. Please ensure that you have made any outstanding EFTPOS payments before 19 July 2017. From 25 July 2017, EFTPOS payments will be accepted as before.
2. **Cash and cheque payments:** Between 19 July 2017 and 24 July 2017, we will also not be able to accept payments by cash or cheque as we prepare to close our current bank account and transition to the new one. Please ensure that you have made any outstanding cash or cheque payments before 19 July 2017. From 25 July 2017, cash and cheque payments will be accepted as before.
3. **Online payment transactions** will be temporarily suspended from 4pm 30th June until 9am 24th July, 2017.

Thank you for your patience and understanding as we transition to our new finance system. If you have any questions, please contact Springwood High School on 47512111.

Yours Sincerely,

Dr Mark Howie
Principal

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