

METELLA ROAD PUBLIC SCHOOL

117-131 Metella Road Toongabbie NSW 2146 T 9636 1922 F 9896 3201 www.metellard-p.schools.nsw.edu.au



9 March 2023

Payment lockout period – from Wednesday, 15 March to Tuesday, 21 March 2023

Dear Parents/Carers,

Metella Road Public School is transitioning to a simplified finance system and will be required to implement a short payment lockout period where we will not be able to receive any online, cash or EFTPOS payments.

This means that:

- **Payments cannot be made from Wednesday, 15 March to Tuesday, 21 March (inclusive).**
- After the transition, a School Bytes portal (<https://portal.schoolbytes.education>) will be available for parents to make school payments online, use family credit to pay for an activity or school contributions, download a receipt for payments made, view all historical payments in one place, view the status of all permission notes and request a refund if required.
- All previous payments made will migrate to the new School Bytes finance system and portal.

Please find following additional information regarding how to register for the SchoolBytes finance system. Please note that this can only be accessed **after Tuesday, 21 March 2023**.

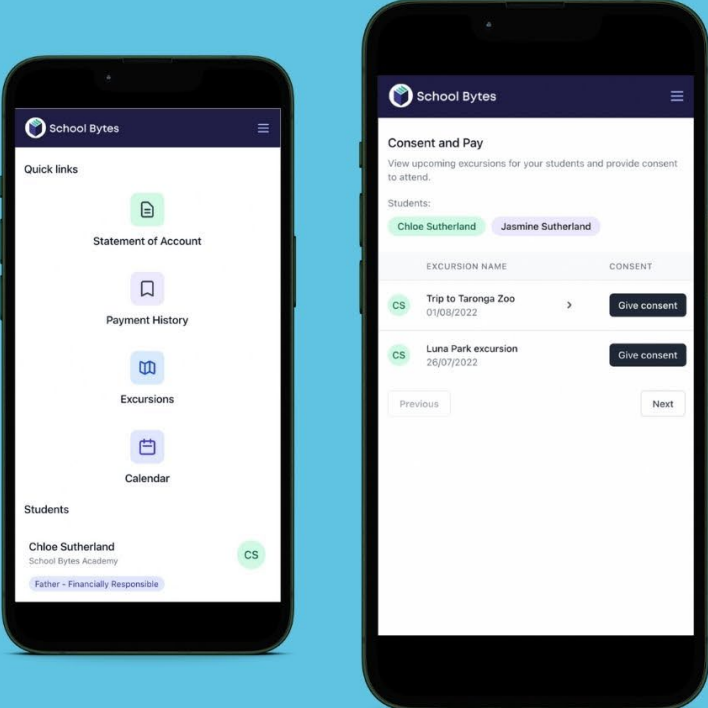
If you have any questions or concerns, please contact our administration office.

Kind regards,

Mrs C. Ryan
School Administrative Manager


AVAILABLE NOW!

We are excited to announce our school will be transitioning to a more flexible and simplified way parent/carers can make payments



The Parent Portal

- Easily make a payment online
- Download your receipt
- Sign and return permission notes digitally
- Use any credits on your account to make payment
- View your complete payment history
- Request a refund

 **School Bytes**

AVAILABLE DURING
TERM 1

Register for the Parent Portal via the QR Code or visit <https://portal.schoolbytes.education>

