



# SHERWOOD STATE SCHOOL

## Payment Policy

The **Payment Policy** at Sherwood State Schools aims to:

- ensure all students have the opportunity to participate in a variety of extra-curricular activities such as:-
  - incursions;
  - excursions;
  - camps; and
  - sporting events.
- Give reasonable notice to families of the cost of upcoming payments.
- Set due dates as close as possible to the activity date.
- Work with families who are experiencing financial difficulties to implement a mutually suitable payment plan.

### Payment Methods

Unless otherwise indicated, we are unable to accept cash payments.

Payment options are:-

- QKR! App;
- BPOINT (details on invoice); or
- EFTPOS (at the office Mon – Fri 8.30am to 3.30pm).

### Due Dates

- Wherever possible, the School will provide as much notice as possible to families of the cost of upcoming activities.
- Stipulated due dates are strictly adhered to. If payment is not received by the due date, students are unable to participate.
- If you are experiencing financial difficulties, please contact the office well before the due date to implement a mutually suitable payment plan.
- Our best efforts are made to provide reminders to parents about upcoming due dates.

Payment reminders are generally communicated via:-

- The school newsletter;
- Account statements;
- By email from the classroom teacher.
- The preferred payment method is via the **QKR! App** – these funds are received by the school within 24 hours.
- **BPOINT** payments may take up to 48 hours.
- **EFTPOS** at the office (Mon – Fri 8.30am to 3.30pm). We cannot accept credit card payments over the phone. Unfortunately we cannot take AMEX Cards.