

## IRELAND'S LEADING PARENTAL PAYMENT SYSTEM

Dear Parents,

Our aim is to become a cashless school over time and to this end we are introducing Way2Pay, Ireland's fastest growing Parental Payment System. While Way2Pay is designed to help schools manage, receipt, track and audit school money, it also provides a comprehensive and wonderful flexible system for parents. Parents can enjoy the ease of paying by text, and/or an online dashboard with lots of information, receipt, history etc. There are two ways of accessing Way2Pay.

### PAY ONLINE AT WAY2PAY.ORG

To login:

1. Go to [www.way2pay.org](http://www.way2pay.org) and click Login.
2. Enter your Username and Password. These are your mobile phone number in international format e.g. 353851234567.
3. You will be prompted to change your password at this point. Your new password must be at least 7 characters and contain a CAPITAL LETTER and a NUMBER.
4. Confirm your new password and click Change Password.



To pay a bill:

1. Select Pay Bills to view all outstanding bills.
2. Enter the amount you wish to pay in the Balance box, alternatively do not enter anything if you wish to pay the full outstanding amount.
3. Click the + icon under Pay Now? to select the bill for payment.
4. Accept the T&C's and click Pay By Card Online.
5. Enter your credit card details and click Pay Now.

### PAY BY TEXT MESSAGE

Your school will send you an SMS containing a payment request link. Simply click on the link to pay in three easy clicks.

You will be prompted for the last 3 letters of your surname before seeing your bills. Please note that this refers to your child's surname (if different from your own).



### WAY2PAY APP (coming soon)



Way2Pay offers support directly to parents so if you are having any difficulty using any of the options above please get in touch directly with their help desk on **01-8041269** during office hours or email [support@way2pay.ie](mailto:support@way2pay.ie). We thank you for using Way2Pay and help our school in our aim to go cashless.

Thank you,  
Principal



GET IN TOUCH WITH US!

Way2Pay, T: 01-8041269

E: [support@way2pay.ie](mailto:support@way2pay.ie)

W: [way2pay.ie](http://way2pay.ie)