



## Online Payment Facility



We have introduced a facility to allow you to pay after school expenses securely online with your debit or credit card.

**\*\*\*We would encourage ALL OUR PARENTS to avail of this facility\*\*\***

### PAYMENT

- Go to our school website ([www.comanswoodprimary.ie](http://www.comanswoodprimary.ie)) and select the Easy Payments Plus button.
- The first time you use the system you will be prompted to register and create a login email address and password. After that you will be able to login using this email address and password.
- If you already have an Easy Payments Plus account with another organisation, use the same username (email) and password.
- Once you have completed the registration process, please follow the instructions on the screen to select the appropriate items(s) to pay and then enter your card details when prompted.
- You will receive a receipt via email for every payment you make.
- From then on you can login to your account at any time and look at payments you have made.

### SECURITY

- All payments are processed using SSL (Secure Socket Layer) technology, which ensures the security of the transaction as it is being processed.
- All payments are processed by a PCI (Payment Card Industry) compliant payment processor, which ensures all card holder's data is managed securely.
- Easy Payments Plus has updated its policies, processes and procedures to ensure that it is GDPR compliant.

If you have any questions, please do not hesitate to contact [epp.help@payzone.ie](mailto:epp.help@payzone.ie)