

How to pay online by using our Way2Pay system

Our aim is to become a cashless school over time and to this end we have introduced Way2Pay. Way2Pay is designed to help schools manage, receipt, track, audit school money and also provide a comprehensive and flexible system for parents.

To set up this system **for the first time** we ask parents to:

Step 1: Go to www.clonakiltycc.ie

Step 2: Click on Way2Pay icon on left hand side of home page

Step 3: Click login

Step 4: Username is your mobile phone number in 35387xxxxx format

Step 5: You will be asked to set your own password at this point.



Once you are set up with a username and password you can:

- **Pay by text message**

We will send a request for payment for book rental, student registration, T.Y. activities etc by text - you simply click on the link on the SMS to pay in three easy clicks.

- **Pay on Way2Pay App (From May 2016) - OPTIONAL**

Download the Way2Pay App and make a payment any time.

Way2Pay offers support directly to parents so if you are having any difficulty using this service please get in touch directly with the Way2Pay help desk on **061 203 355** during office hours or e mail

way2payparents@three.ie

We thank you for using Way2Pay and help our school in our aim to go cashless and Deirdre / Niamh are happy to answer any **set up issues** you might have on 023-8833877.