



Narooma Public School

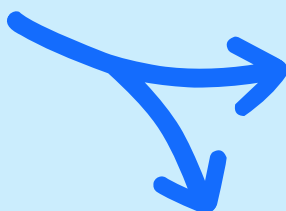
Parent Information

Manage attendance, payments and
permission notes online with School
Bytes



School Bytes

**Access the
Parent
Portal**



<https://portal.schoolbytes.education>

School Bytes will make payments and permission notes easier.

- Make school payments online (including paying for multiple siblings at once)
- Use a family credit to pay for an activity or school contributions
- Download a receipt for payments made
- View all historical payments in one place
- Complete and submit digital permission notes
- View the status of all permission notes
- Request a refund if required

This can be done where you want at any time: day or night.

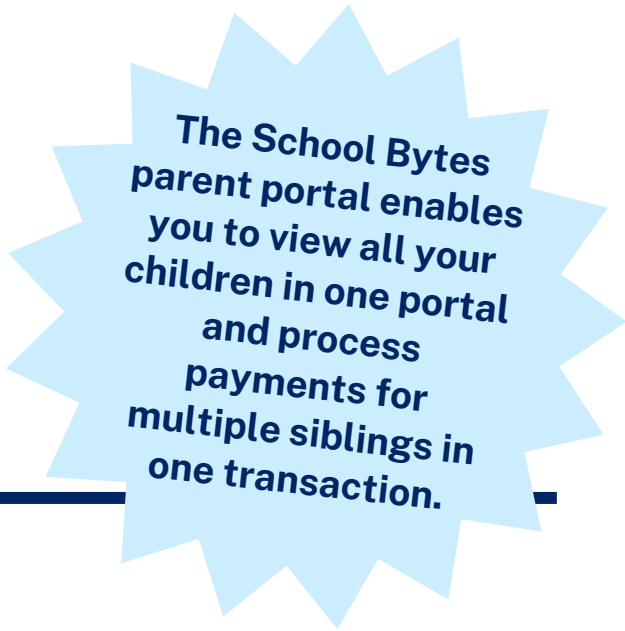
Through the portal, you will easily be able to download a receipt once a payment has been made and have access to view all historical payments when needed.

Online payments are processed in real-time and can be viewed by school staff immediately.



Helpful Hints and Things to Know...

- ✓ Printed notes are still available on request.
- ✓ Cash payments can still be made to the office.
- ✓ Online payments will appear on your statement as OSCHOOLSONLINE 0000 PARRAMATTA AUS
- ✓ If you need any assistance, please do not hesitate to contact our Office.



The School Bytes parent portal enables you to view all your children in one portal and process payments for multiple siblings in one transaction.

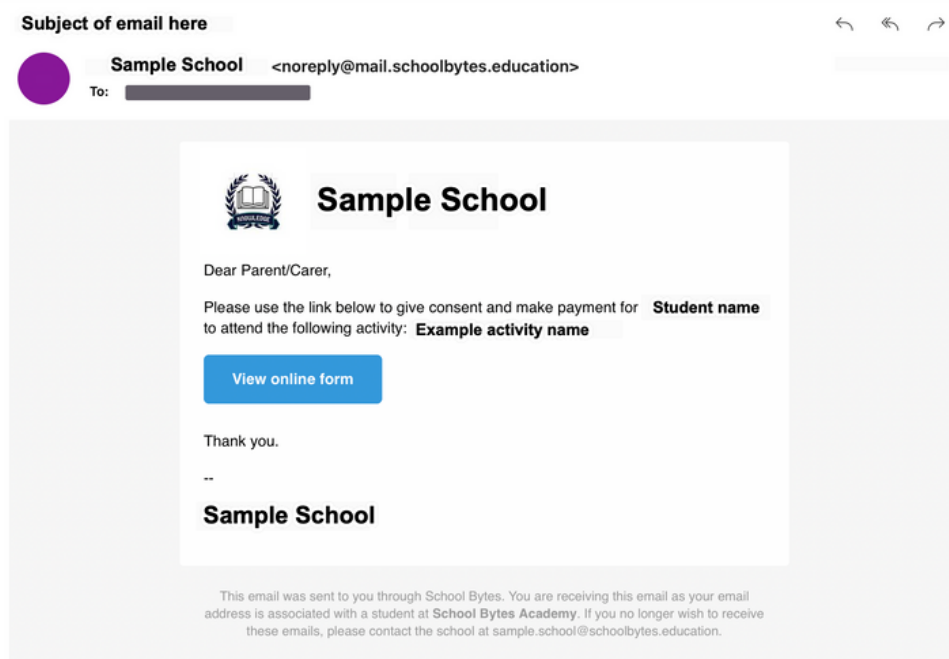
Call us on **4476 2556**

Email: narooma-p.school@det.nsw.edu.au

How do I access School Bytes?

There are **three (3) methods** to choose from:

1. **Parent Portal** - accessed via this link:
<https://portal.schoolbytes.education>
2. Download the **Parent App** from the App Store or Google Play
3. **Unique link** emailed to you - an example of this is provided below



This link will automatically direct you to the School Bytes application where you can then continue to make a payment or enter the details into your online permission note.

The emails are sent from noreply@mail.schoolbytes.education. If you are not receiving these emails, please check your spam/junk mail folder and add the email address to your safe senders list.

Setting up an Account

IMPORTANT

For smooth registration of your parent portal, please make sure you are using the email address and mobile phone details on record at the school.

Step 1 - Open the parent portal link – <https://portal.schoolbytes.education>

The image shows the 'Log in to the parent portal' page of School Bytes. It features a login form with fields for 'Email address' and 'Password', a 'Remember me' checkbox, and a 'Log in' button. A red arrow points from the 'Or create a new account' link to the 'Create account' page shown in the next block. At the bottom right, there is a 'User guides' link with an external icon.

Step 2 - Select the create a new account link.

The image shows the 'Create your parent portal account' page. It includes a 'Return to log in' link and a form with fields for 'First name', 'Last name', 'Email address', 'Password', and 'Confirm password'. A blue 'Create account' button is at the bottom. A small disclaimer at the very bottom states: 'This site is protected by reCAPTCHA and the Google Privacy Policy and Terms of Service apply.'

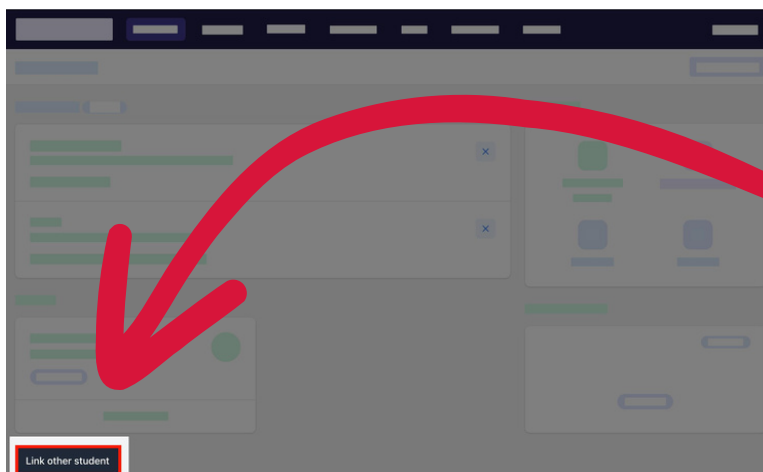
Step 3 - Enter your details and click the **[Create account]** button.

An email will be sent to the email address nominated so that you can verify your access to the email address.

Once you have created your account, log in to the School Bytes [parent portal](https://portal.schoolbytes.education).

Link another student in the Parent Portal

When linking a student, the system automatically matches the data you provided with details stored on the student's school profile.



Step 1 - Select link other student.

A screenshot of a form titled "Link your students" within the "School Bytes" portal. The form contains several input fields for student information. The "School name" field, which is a dropdown menu, is highlighted with a red rectangular box. Below this field are other fields for student details, including a date of birth field and a gender dropdown. At the bottom of the form is a large blue button.

Step 2 - Search for School name and then enter the student details in the remaining fields.

Click the **[Search]** button.

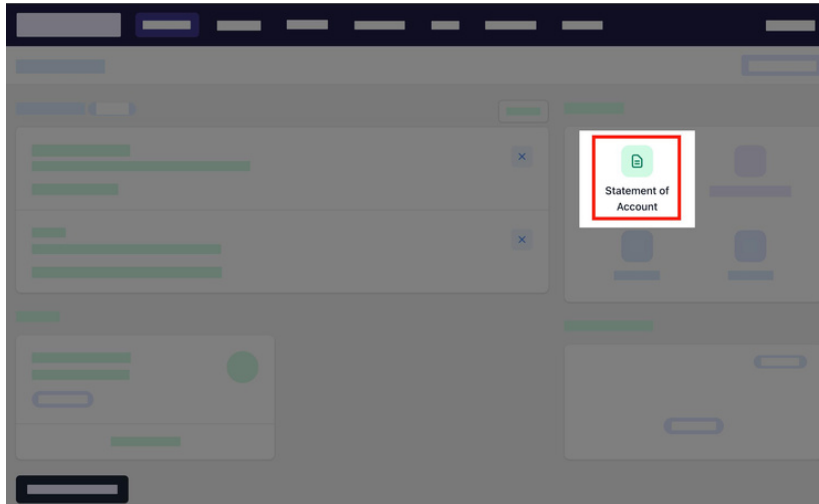
Further assistance

If you are unable to link a student to your account or if you have any questions, please contact the school.

How to make a Payment

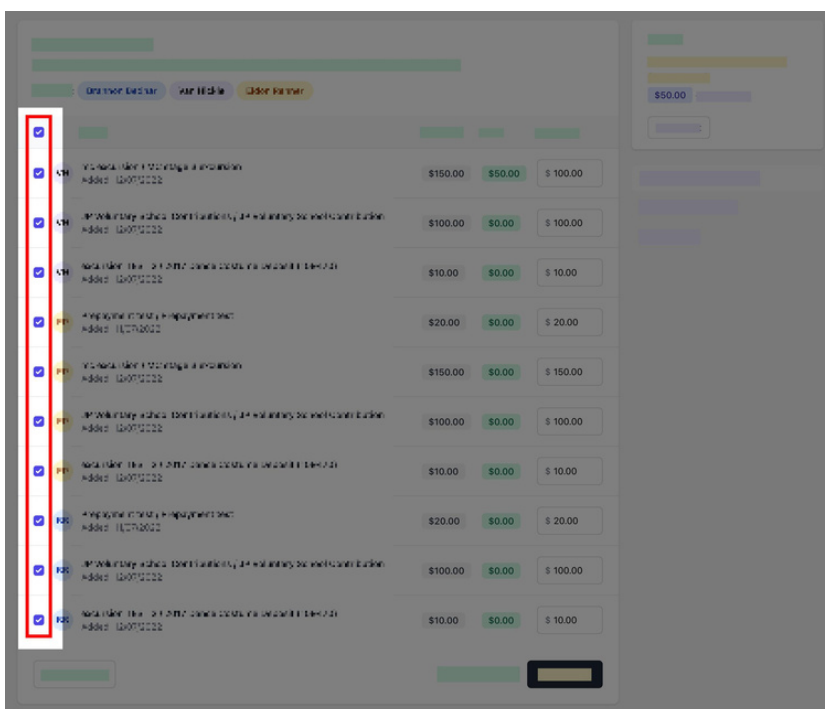
Step 1 - Login to the Parent Portal

Step 2 - Select the statement of account icon



Step 3 - Select the charges to pay.

By default, all the students linked to your account will be displayed, select a student's name to view the charges linked with that student.



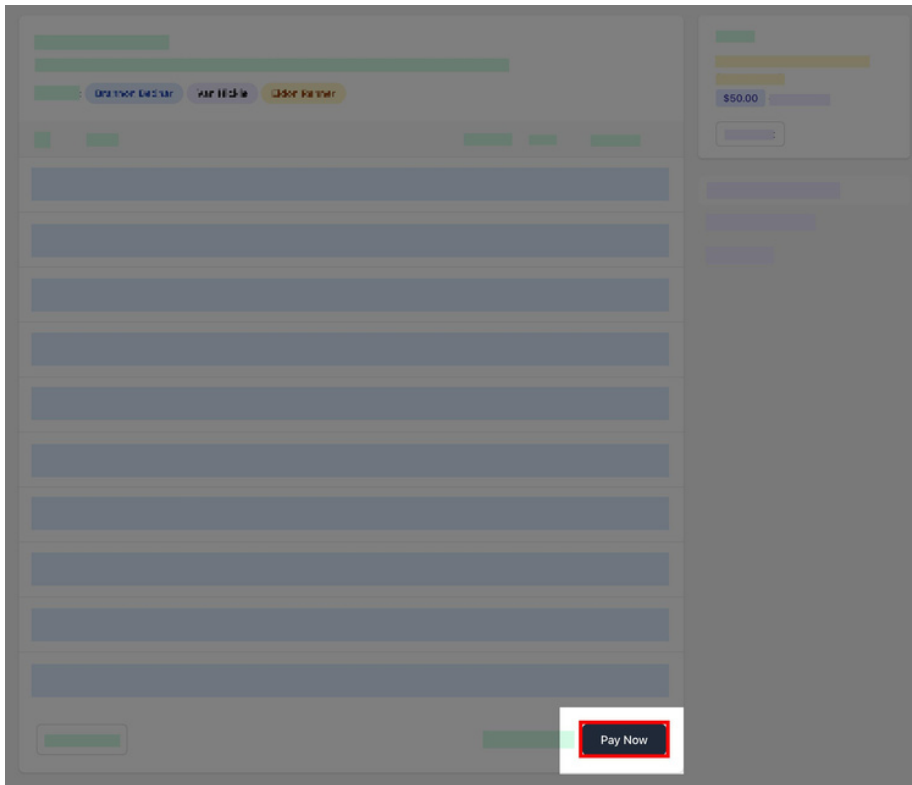
If the charge is related to an activity, consent must be given before making payment.

Step 4 - Confirm or edit the balance to be paid for each charge.

	Original Balance	Var Middle	Order Number
☒			
☒ VH	YH New Rider 1 Month Trial Expansion Added: 12/07/2022	\$150.00	\$50.00
☒ VH	JH Voluntary Added: 100% Liability, 25% Voluntary, 25% Medical, 25% Liability Added: 12/07/2022	\$100.00	\$0.00
☒ VH	New Rider 100% 25% 25% 25% 25% 25% 25% 25% 25% 25% Added: 12/07/2022	\$10.00	\$0.00
☒ ER	Employee Injury Employment Sheet Added: 11/27/2022	\$20.00	\$0.00
☒ ER	YH New Rider 1 Month Trial Expansion Added: 12/07/2022	\$150.00	\$0.00
☒ ER	JH Voluntary Added: 100% Liability, 25% Voluntary, 25% Medical, 25% Liability Added: 12/07/2022	\$100.00	\$0.00
☒ ER	New Rider 100% 25% 25% 25% 25% 25% 25% 25% 25% 25% Added: 12/07/2022	\$10.00	\$0.00
☒ BB	Employee Injury Employment Sheet Added: 11/27/2022	\$20.00	\$0.00
☒ BB	JH Voluntary Added: 100% Liability, 25% Voluntary, 25% Medical, 25% Liability Added: 12/07/2022	\$100.00	\$0.00
☒ BB	New Rider 100% 25% 25% 25% 25% 25% 25% 25% 25% 25% Added: 12/07/2022	\$10.00	\$0.00

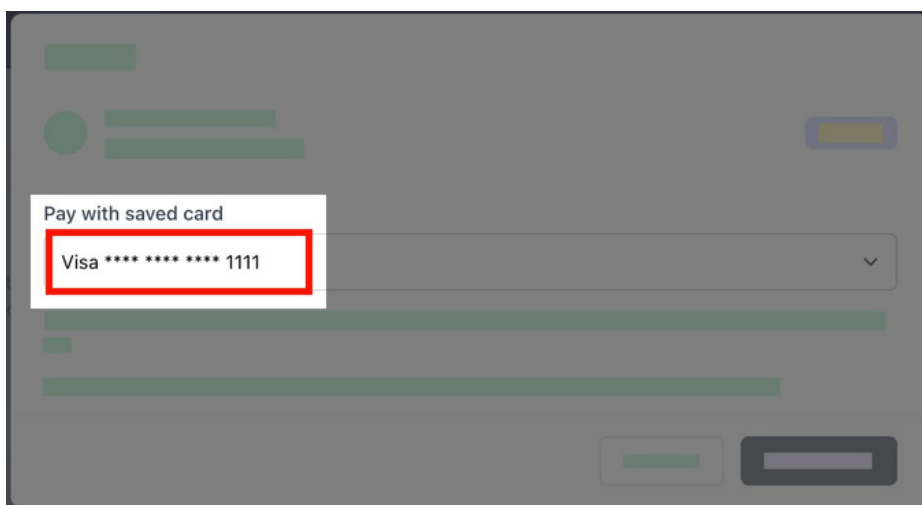
Step 5 - Optionally select add other item to add a sundry item that is not linked to the statement of account.

Step 6 - Select pay now.



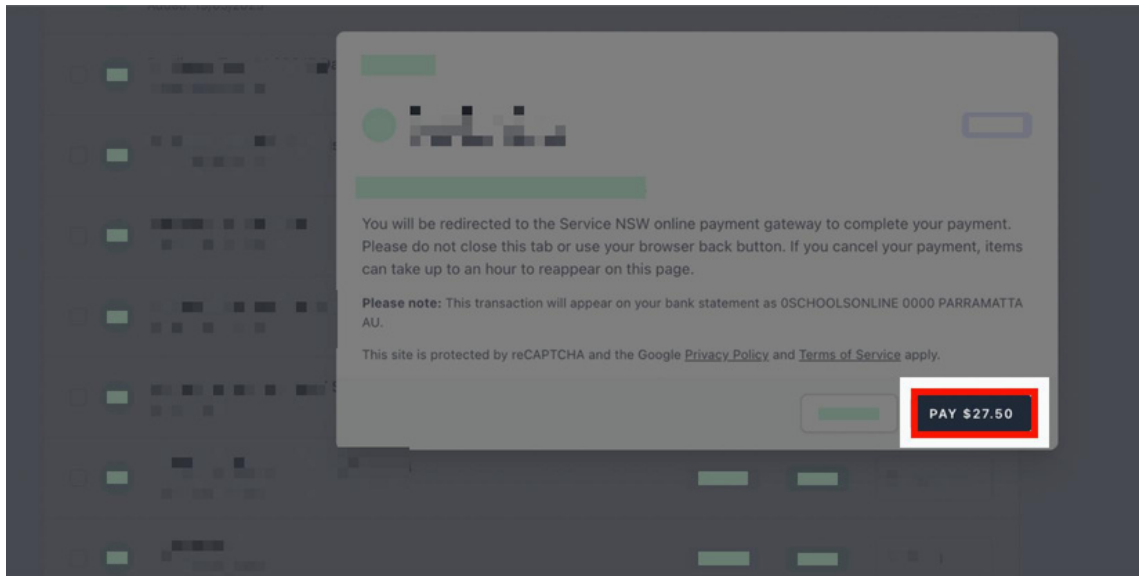
Step 7 - Optionally select pay with saved card. This option will only appear if you have previously saved a credit card.

If this is your first time making an online payment you will be given the option to 'Save card details for future payments'.



Step 8 - Select pay.

You will be redirected to a secure Service NSW payment page to enter your credit/debit card details to finalise payment.



Step 9 - Payment successful.

Click anywhere outside the receipt prompt to return to the parent portal. A receipt will be automatically emailed to you.

Not receiving emails from School Bytes?

If you are not receiving emails from the school through School Bytes, try;



checking your Spam or Junk Mail Folder



adding School Bytes
noreply@mail.schoolbytes.education
to your safe senders and domains list



double checking with the school office that the correct email address has been provided for communications.

Email narooma-p.school@det.nsw.edu.au or
Phone 4476 2556



School Bytes

Parent App

Available now!

Download on the App Store or Google Play by clicking the image below.



Key Features

- Get real time push notifications from your school
- Stay signed in and save your card for secure payments for fees and excursions
- Give consent, sign forms and respond to attendance alerts
- View the school calendar and news

Download on the
App Store

GET IT ON
Google Play