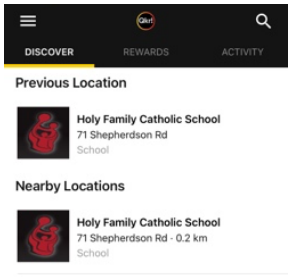
Qkr! Step by Step Guide

Completing Bus Passes and Bookings

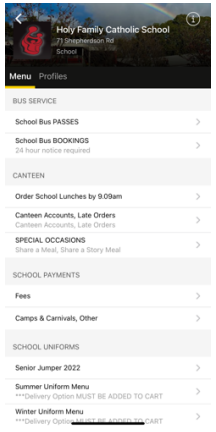
BUS PASSES

Bus Passes will be sent home with your child on receipt of payment.

Step1:
Select *Holy Family Catholic School* under the Discover tab or search for the school if it is not listed by clicking the magnifying glass in the top right corner

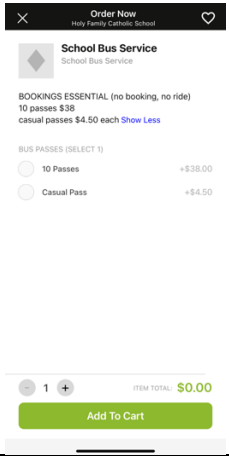


Step 2:
Select *School Bus PASSES* under the menu tab

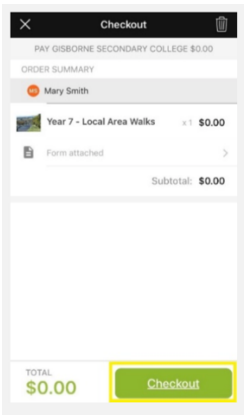


Step 3:
Select *School Bus Service*

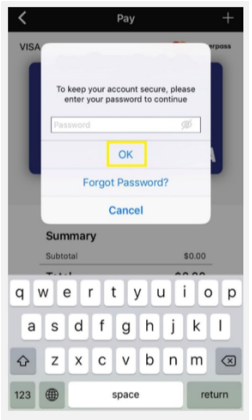
Step 4:
Select either *10 Passes* or *Casual Pass*. Please nominate how many passes are required for either type. Select *Add To Cart*



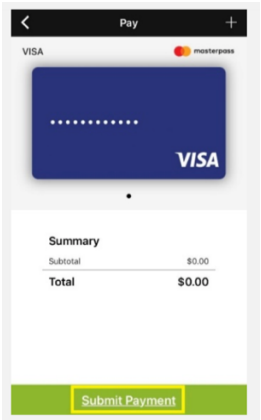
Step 5:
Select *Checkout*



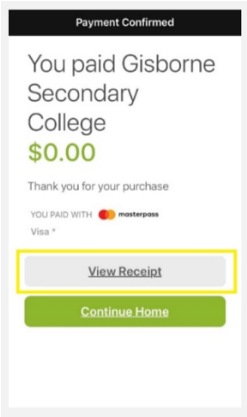
Step 6:
Enter your password and select OK. Check the details are correct and then select *Checkout*



Step 7:
Select the Credit Card that you wish to use (multiple cards can be stored), then select *Submit Payment*



Step 8:
The Payment Confirmation screen means that the process has been completed.



See next page for BUS BOOKINGS

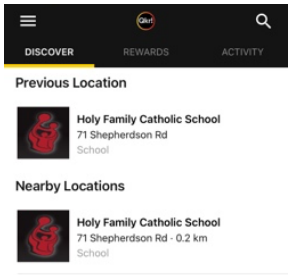
BUS BOOKINGS

IMPORTANT: Bookings must be made by 12pm on the school day prior *eg. a booking for Monday must be completed by the previous Friday*

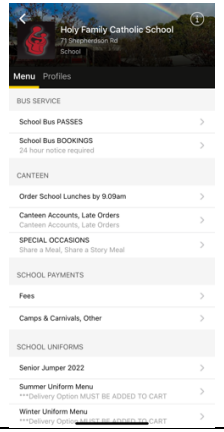
Please complete all steps for the school to receive notification that a booking is required.

Your child will need to provide the driver with a valid bus pass to be accepted on the bus

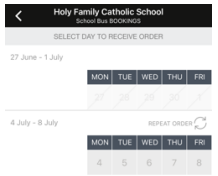
Step1:
Select *Holy Family Catholic School* under the Discover tab or search for the school if it is not listed by clicking the magnifying glass in the top right corner



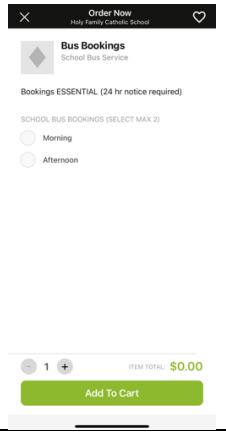
Step 2:
Select *School Bus BOOKINGS* under the menu tab



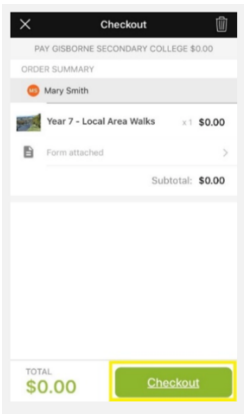
Step 3:
Select the applicable day/date for the booking



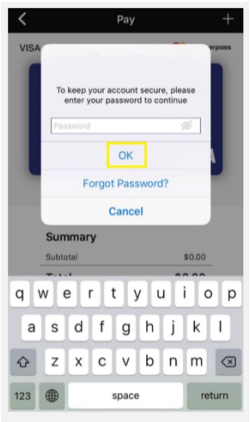
Step 4:
Select *Morning* and/or *Afternoon* booking, complete address information and *Add To Cart*



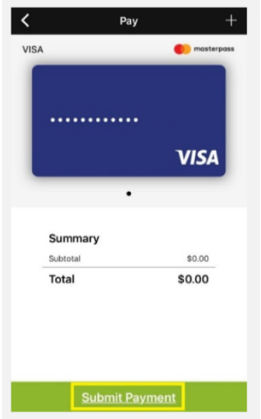
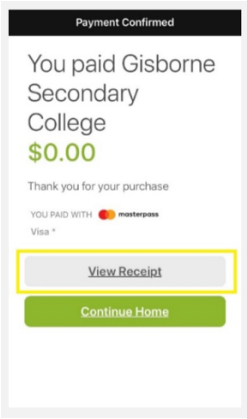
Step 5:
Repeat Steps 3 & 4 for multiple days, otherwise select *Checkout*



Step 6:
Enter your password and select OK. Check the details are correct and then select *Checkout*



Step 7:
Select the Credit Card that you wish to use (multiple cards can be stored), then select *Submit Payment*



Step 8:
The Payment Confirmation screen means that the process has been completed.