

**STEP 1.**



### Visit My School Connect

Visit <https://myschoolconnect.com.au/> and Join Today.

**STEP 2.**



### Setup a child

Upon first login, setup your child/children.

**STEP 3.**



### Enter student details

Don't forget to add in all essential fields; name, school, class and any allergy information.

**STEP 4.**



### Allow your child to order for themselves

Setting 'yes' here will allow your child to login online and order.

**PRO-TIP!**

This is a great way to teach your child to manage their spending and choose healthy food. Remember to always supervise.

**STEP 5.**



### Set a daily spend limit

You can either enter a '*\$dollar amount*' or select '*unlimited*'. The daily spend will only apply to your child's account.

**STEP 6.**



### Add student ID and barcode

Scroll down and upload a head shot for identification purposes and enter your barcode.

**NOTE!**

Barcode is the same as your Student ID number.

**STEP 7.**



### Add funds to your account

Visit the '*Top up and financial history*' section to add funds into your account by following the following steps:

#### Top up

- Select payment type:  
Bank Account or Credit Card
- Select a \$dollar amount
- Enter payment details

#### Auto top up

- Select payment type:  
Bank Account or Credit Card
- Add top up parameters;  
minimum balance & auto top up amount