

About St Brigid's

St Brigid's Primary Mordialloc was established in 1911 with an initial enrolment of 33 students and has now grown to a thriving community of 300 students. Like many parish schools they have multiple activities and fundraisers throughout the calendar year, as well as a busy tuckshop and uniform store run by parent volunteers. All payments made to the school were in the form of cash in envelopes dropped into the front office.

The Challenge

The school faced many constraints operating in a 'cash only' environment. These included:

- **Manual and time consuming processes**

multiple envelopes missing money, or containing payment for multiple activities with no activity form or note indicating the purpose of the cash;

- **Security and safety**

students losing their money and having compromised security as a result of carrying cash;

- **Inconvenience for parents**

parents forgetting to pay for time-sensitive activities with their only choice to go to the school in person to make payment;

- **Auditing, reporting and banking**

little to no paper-trails; no summary reporting and multiple cash collections via an armoured car service each month.

The Decision to Pilot CDFpay

St Brigid's chose to pilot CDFpay (Powered by Monitor), an online payment portal that enables parents a cash-free option for payment of school auxiliary services, including tuckshop, uniform shop, school excursions and fundraisers.

The idea to use CDFpay was introduced by Father Andrew Jekot, St Brigid's Parish Priest and CDF Board Member. He says: "I introduced the idea of CDFpay as I thought it might be something of interest to St Brigid's school given their focus on innovation as well as their commitment to supporting their parent community."

Principal, Michael Russo, likes the way the new system supports their educational ethos. He says: "Our focus is on an effective and contemporary education and we need other parts of our school to reflect our educational ethos. We can't be talking about preparing their children for the future and asking them to fill out paper forms for everything."



Father Andrew Jekot and Michael Russo

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How does it work?

The parents

- load value online to the CDFpay portal and make payments using 'any device', 'any time' via the St Brigid's website;
- payments can be made by credit card, or direct from a parent's bank account.

The administration and finance team

- payments are summarised in an easy to access daily report, including a highly detailed summary report for individual orders. These are automatically emailed to administration staff;

- labels for lunch-orders and uniform orders are printed out on a dedicated CDFpay label printer;
- stock information and financial reports are generated that can be used to reconcile with banking accounts and for auditing purposes;
- usage of metric reports are offered to aid in analysing system take-up and success within the community;
- student balance summaries and top-up summaries are generated weekly.



What are the benefits?

Streamlined front office processes

- orders are automatically generated in real-time and labels are printed in a format that can be used straight away on lunch-order bags. This saves time at the start of the day – a busy time for every school office;
- uniform orders can be placed at any time over several days allowing volunteers who come in once a week to process everything at once when they arrive at the school. This also minimises the need for parents to be at the school 'in person' to buy new clothes;
- summary reports and detailed payment summaries mean the office staff can answer any queries regarding payments on-the-spot.

Security and safety for students

- students are safer and don't face problems arising from lost money;

Convenience and insight for parents

- parents have visibility into payments as well as the food being ordered for their child.
- settings can be put in place to prohibit certain food purchases for those children who may have allergies.

Easier auditing, reporting and banking

- easy paper-trails for banking and auditing, and better governance as well as reduced costs for armour car service.

Increased profits to be used within the school community

- Overall revenue is up by 10% across school activities since the implementation of the new cash-free system.



In Summary

CDFpay is now used by nearly 70% of all school parents, with 100% uptake by parents of the prep class. Within a few short weeks the front office saw 176 online tuckshop orders and only 10 'cash' orders; a dramatic turn-around.

Parents love being able to order and pay for services at 'any time' on 'any device'. The administrative team appreciated the streamlined processes, improved reporting and reduction in cash handling. Revenues are up at the tuckshop and the administrative team can focus more of their time on their 'applied expertise' to their parents and school community.

Michael Russo summarises the experience of the CDFpay pilot at St Brigid's, he says: *"CDFpay has been a positive experience for our school community. With the comprehensive support of the Catholic Development Fund and the hard-work of our team at St Brigid's I'm proud of the way we've been able to develop an effective implementation and use model. We hope it will ultimately be of benefit to other Parish Schools who want to move to a cash-free school environment."*

Powered by
MONITOR
Transaction Management

For more information about CDFpay visit
www.catholicdevelopmentfund.org.au/cdfpay



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