**Sentral Finance Parent and Carers Communication Template**

**----------------------------------------------**

**Subject line options:** Introducing Sentral Finance!

The easy and convenient way to make school payments.

**----------------------------------------------**

**(Image available to copy and paste into your communication)**



***Headline:*** *Meet our newest addition! Sentral Finance*

*With the addition of Sentral Finance to our school management system you'll experience a more holistic and efficient way to handle financial matters and stay connected.*

We have always valued our relationship with parents and carers, and we remain focused on looking for ways to improve and enhance how we interact with you.

For this reason, we're proud to announce the upgrade of our service, via Sentral Finance. This new module offers parents an easy and convenient way to make payments and manage permissions.

We've also made sure Sentral Finance integrates fully and seamlessly with the Sentral for Parents Portal and App to ensure a smooth transition.

You will now be able to sign permissions and make payments at the same time to provide an even more efficient way of handling your child's school finances.

Whilst we migrate across to Sentral Finance, our systems will be offline from Monday (INSERT DATE) to Friday (INSERT DATE). During this time payments will be unavailable.

To support you with our move to Sentral Finance, please review our FAQs. They're designed to help you become more familiar with Sentral Finance and all its benefits:

[*FAQs*](https://www.sentral.com.au/sentralfinanceparentfaqs)

*(*[*https://www.sentral.com.au/sentralfinanceparentfaqs*](https://www.sentral.com.au/sentralfinanceparentfaqs)*)*

You can also find our Sentral for Parents Portal and App, FAQs [*here*](https://www.sentral.com.au/portal-app-help#faq)

*(*[*https://www.sentral.com.au/portal-app-help#faq*](https://www.sentral.com.au/portal-app-help#faq)*)*

We're confident you'll find Sentral Finance a welcome and helpful addition to how our school can support you.

**Kind regards,**

**XXXXXX**