# **GOSFORTH JUNIOR HIGH ACADEMY**

#### PAYMENT OPTIONS FOR TRIPS AND ACTIVITIES

Gosforth Junior High Academy offers various methods of payment for school trips and activities. We always provide an official receipt which should be retained for future reference.

# Cash and Cheque

Payments can be made by cash or cheque, *Cheques to made payable to 'Gosforth Junior High Academy'*. The payment should be in an envelope with the student name, form and trip/activity name written on the front, and then handed to the School Office. If paying by cheque it would also be helpful to write the student and trip/activity name on the back.

## Credit/Debit Card

Parents can telephone or call into the School Office to make payment by credit or debit card. The Uniform Shop also accepts card payment.

## **Online Banking**

Funds can be transferred directly into the school fund bank account. The bank details are -

Sort Code 40-34-45 Account Number 51152998

On the payment reference please quote the trip/activity name and also the student name so that we can allocate the payment accordingly. If you want to send a remittance advice to inform us of a payment the email address is <u>finance@ga.newcastle.sch.uk</u>.