

## Takapuna Grammar School Workbooks 2016

The workbooks your student requires for his/her subjects will be on sale from February at the school's stationery shop. The workbook list is currently on the school website. Classes will be rostered through the shop.

Payment can be made at the school stationery shop by cash, cheque, eftpos or credit card or you can shop online using Kindo. Below is an introduction to this system and instructions about how to register for it and also links to instruction videos if you need them.

Regards  
Brian Wynn  
Deputy Principal

### Workbook payments online instructions!

You can now use our school website to easily register, purchase and pay for your student's workbooks, through Kindo, our online system hosted by The Growth Collective. Some of you may already know this system if you have used 'ezlunch' at your child's primary school.

Go to our school website [www.takapuna.school.nz](http://www.takapuna.school.nz) and on the front page click on TGS Online Shop. It will ask you to log in or create an account.

### First time users

You will need to create an account containing your details, and details for each of your students. One account for all family members.

If you have students attending other registered schools, you may add them to the same account also.

**Show me** - <http://youtu.be/atMufeEWUt0>

### Switching schools / updating details

If you've previously used a service hosted by The Growth Collective (such as ezlunch, or making payments at this or another school), you can continue to use the same account, just by updating details on the My Details page.

**Show me** > <http://youtu.be/Mo-BPE3Fr6I>

## Used ezlunch?

It's the same system. Login using the same email and password as for ezlunch, go to My Details and either add the student attending this school, or change the school and other details of your existing students.

**Show me >** <http://youtu.be/Mo-BPE3Fr6I>

## How to purchase and pay

Once you have registered you are ready to start purchasing. Log in and click on the desired items. All orders made by the daily cut off time of 9 am will be available for students to collect that day. After the deadline they will be available the following day.

Payment is by credit or debit card on the website. If you want to use internet banking, please allow a couple of days for the funds to reach your online account, then you can proceed with your purchase. There's a small fee with each purchase. Accounts may be topped up in advance of purchase, or at the time of purchase (minimum \$20 for debit/credit card).

**Show me >** <http://youtu.be/iiSxpVdNorg>

## Need help?

The Growth Collective runs a helpdesk service 8am-4pm school days. Call **09-869 5200** (local/mobile). Email [helpdesk@tgcl.co.nz](mailto:helpdesk@tgcl.co.nz).

Enquiries regarding the items listed should be directed to the school office or supplier as detailed on the Need Assistance page on the payments website.