

SchoolCashOnline

1. **Register**— Go to School Cash Online home page <https://hwdsb.schoolcashonline.com> and select the “Get Started Today” option. Complete each of the three Registration Steps **For security reasons your password requires eight characters, one uppercase, one lowercase letter and a number.*
2. **Confirmation Email**—A registration confirmation email will be forwarded to you. Click on the link provided inside the email to confirm your email and School Cash Online account. The confirmation link will open the School Cash Online site prompting you to sign into your account. Use your email address and password just created with your account.
3. **Find Student**—This step will connect your children to your account. a) Verify the School Board Name. b) Select the School Name. c) Enter Your Child’s First Name, Last Name and Date of Birth. d) Select “Continue”. e) On the next page confirm that you are related to the child, check in the Agree box and select “Continue”. f) Your child has been added to your account.
4. **View Items or Add Another Student**—If you have more children, select “Add Another Student” and repeat the steps for registering. Eight children can be added to one parent account. If you do not wish to add additional children, select “View Items For Students” option. A listing of available items for purchase will be displayed.
There are 3 Online payment options: myWallet (an online wallet that can be loaded to hold funds and pay for items on School Cash Online).
eCheque (An electronic version of a paper cheque used to make payments online). Anyone with a chequing/saving account can pay by eCheque through School Cash Online.
Credit Cards (we now accept VISA or Mastercard)

Need Assistance? If at any time during the registration process you need help, the Parent Help Desk is available to assist you. School Cash Online staff are available 24/7 (365 days). Contact (toll free) Parent Help Desk: 1-866-961-1803 or email: parenthelp@schoolcashonline.com

Safe Arrival At Hamilton Wentworth District School Board, one of our greatest priorities is ensuring that all students safely arrive at school every day. This is a quick Tip Sheet on how to register for Safe Arrival and how to use it to report your child’s attendance.

With **Safe Arrival** families report a child’s absence in one of three ways:

1. Use the SafeArrival website, go.schoolmessenger.ca. The first time you use the website, select **Sign Up** to create your account. Select **Attendance** then **Report an Absence**.
2. Using your mobile device, download and install the **SchoolMessenger app** from the Apple App Store or Google Play Store (or from links at go.schoolmessenger.ca). The first time you use the app, select **Sign Up** to create your account. Select **Attendance** then **Report an Absence**.
3. Call the toll-free number 844-506-4350 to report an absence using the automated phone system.

You are asked to report your child’s absence in advance whenever possible using one of these convenient methods.

Absences can be reported in advance:

24 hours /day

7 days a week

For any school day in the school term

Up to the cut-off time on the day of the absence

Whenever an absence is reported or updated, you will receive a confirmation notice by email and/or text message (assuming you have provided your contact information to the school).

If you don’t report your child’s absence in advance, the automated notification system will try to contact you (using your communication preferences if you have set them up in the SchoolMessenger app). This may include push notifications to the app, email, SMS text messages, or phone calls. You will be asked to provide the reason for your child’s absence immediately. You may do so using the phone line, website or mobile app.

If an absence is not explained within approximately 20 minutes of the time that the school starts the notification process, school staff will follow up to make sure that your child is safe. If you try to explain an absence using SafeArrival, but are then told that it is past the cut-off time, please contact the school directly.

If you don’t want to receive notifications when your child is absent, be sure to report your child’s absence in advance.

If you do receive notifications of your child’s absence, be sure to provide the reason as quickly as possible, using one of the methods listed above or during the phone call notification itself.