



## Getting Started Guide

## GETTING STARTED

Welcome to School24! We look forward to providing you with an easy-to-use online ordering platform.

Getting started is easy. Just follow the steps below and you'll be ready to make your first order in minutes.

### 1. Register a Parent/Main Account

- Go to: <https://www.school24.net.au/register/>
- Enter your unique School Registration ID number: **25427963**
- Enter the remaining details
- Click 'Submit'

### 2. Log In

- Go to: <https://www.school24.net.au/login/>
- Enter your username (email address)
- Enter your password
- Click 'Login'

### 3. Add Students to your Parent/Main Account

- Click the 'Students' tab on your account dashboard
- Click 'Add New Student'
- Enter the student's details, including their class and any allergies
- Click 'Save Student'

### 4. Top Up Your Account (Optional)

You can use pre-loaded funds or a credit card at checkout. To pre-load funds:

- Click 'Top Up/Recharge' on your account dashboard
- Select your top-up amount from the drop-down menu
- Click 'Pay using Card'

### 5. Place an Order

You are now ready to make your first order!

Please see our 'How to Place your First Order Guide' for further instructions or visit:

<https://school24.tawk.help/article/how-to-add-items-to-your-order-and-checko>