

Instructions for making Termly Payments via ARBOR.

Log into ARBOR - <https://oatlands-surrey.uk.arbor.sc/>.

You may find it easier to download the ARBOR App which is optimized for use on smartphones. The ARBOR app is available for download from both the apple and android app-stores.

However you choose to access ARBOR, your username is your **email address**

On the opening page you will see the option '**Activities**'

Select '**Child's Name: Trips**'

On the next screen, click on the '**Year X Autumn/Spring Termly Payment**'

Click the green button '**Sign Up/Add Payment**'

Enter your payment details (ARBOR will accept Mastercard and Visa Cards only)

Click '**pay**'

Your payment instruction will be processed and confirmation sent to school that you have paid and consented to the above trip.

Log out of ARBOR.