

Dear Parents,

I would like to extend a warm welcome to you on behalf of The Bolles School Finance Center. We look forward to working together to help make your transition a smooth and enjoyable one. As a new parent, I'm sure you have many questions, some of which I will attempt to answer here. You should expect to receive an email shortly from our IT Department providing you with access to MyBolles, the Parent Portal on Bolles.org. MyBolles will have answers to many of your questions, specifically in the New Parent Information section (a link is located on the bottom, left column on the home page).

### **Tuition and Lunch**

The link for FACTS, our tuition payment site, can be found in the Parent Portal on MyBolles. On this site you will set up your tuition payment schedule, view Campus Store charges and any ancillary fees due. MySchoolBucks, the lunch payment site is also found on the Parent Portal. This is where you will deposit lunch money and view your child's spending habits. We suggest that you deposit \$200 prior to the start of the school year for each child to use in the Cafeteria or Canteen. These sites allow you to set up automatic payments, reminders for payments and view your child's purchases on campus. We recommend you discuss with your child(ren) your expectations of what they will be able to purchase as well as monitor their charges both within FACTS and MySchoolBucks. To ensure a smooth transition for the coming school year please login and create accounts on both of these sites shortly after you receive your MyBolles login.

### **Bus Transportation & Campus Shuttles**

If you are interested in having your child(ren) ride the bus or any of the shuttles you will find a link titled "Bus Transportation" in MyBolles or "Transportation Information" in the "Quick Links" section of Bolles.org. This will allow you to register your child(ren) for any bus transportation needed. If you need short-term daily bus transportation, you can purchase a ride from the Campus Store for \$13 each-way.

### **Parent Vehicle Decal**

The School provides vehicle decals for families on an annual basis. To enter our campuses once your child(ren) is/are enrolled, you will need to have a decal affixed to your windshield. Please visit MyBolles and click on the "Safety" link to fill out the request for a decal. For Upper School Student Parking Passes please contact John Newman in the Dean's Office.

### **Campus Store**

If you haven't already checked out the Campus Store it's a wonderful resource for Spirit Gear and snacks! We have one located on our Bartram Campus and one on our San Jose Campus. Every student can access their account at the Campus Store and charge on it regularly. These charges will appear on your FACTS statements along with your tuition. Please discuss your expectations with your child(ren) as to what they are allowed to charge as we do not set limits unless specifically requested by a parent. To see your child(ren)s balances check your FACTS account on a monthly basis.

We thank you for entrusting your child(ren) with us and wish you a smooth transition to The Bolles School. Please feel free to visit us on the San Jose Campus, we are located across from the Welcome Center.

*Warm Regards,*  
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