



**etb**

Bord Oideachais agus Oiliúna  
Átha Cliath agus Dhún Laoghaire  
*Dublin and Dún Laoghaire  
Education and Training Board*

Dublin & Dún Laoghaire Education & Training Board (DDLETB) is now providing the facility for parents, guardians and other adults to make payments on-line through credit or debit cards.

Please read these Terms and Conditions carefully before using the on-line payment facility.

### **Terms and Conditions**

- By accepting the Terms and Conditions for using the on-line facility you declare that all information provided by you is correct.
- The encryption technology used on the site offers a high level of security. Payments are made through a secure payment gateway.
- The system accepts Visa, Visa Debit, and Mastercard.
- Credit card information is used solely for the purpose of payment processing. Payments are through the online site and details of the card are received only by the secure online payment agent.
- All payments are in EURO and your account will be immediately debited for the amount.
- DDLETB cannot accept liability should a credit/debit card be declined.
- An automatic email is issued confirming the payment deducted from your credit/debit card.
- Payment by you does not constitute a binding contract.
- DDLETB may at any time at its sole discretion modify the terms of access on this facility.
- Your continued use of the facility following any such modification shall be deemed acceptance of such modification.
- Disputes arising from the use of the facility and the interpretation of the DDLETB's Terms and Conditions are subject to the laws of the Republic of Ireland. Disputes will be brought before the Irish Courts. The DDLETB reserves the right to institute proceedings in the country of your residence.

### **PRIVACY POLICY**

Any information which is provided by you will be treated in accordance with the terms of the Data Protection Act, on the Protection of Individuals with regard to the Processing of Personal Data and on the Free Movement of Such Data.

Statistical and analytical information collected through the standard operation of our internet servers' and logs provides us with general and not individually specific information. DDLETB may use this information for general statistical purposes and will make no attempt to identify individual users, or to associate any technical information collected through the standard operation of our internet servers and logs with any individual user.

Further information on your data privacy rights is available on the website of the Data Protection Commissioner [www.dataprotection.ie](http://www.dataprotection.ie).

## **SECURITY INFORMATION**

DDLETB uses the security of HTTPS which uses secret keys to exchange a short term session key to encrypt the data flow between our customers and servers.

## **REFUNDS POLICY**

Refunds depend of the nature and timing of payments and the purpose for which they are being made. In certain circumstances refunds will not apply. For further clarification please contact the school.

- Refunds will be rebated directly to the cardholder's account.
- Rebates may take up to 5 working days to appear on bank statement.
- Refunds made 180 days or more after payment must be issued by cheque.

***Use of the system will be taken as agreement and consent of the foregoing.***