

Kapinara Primary School Canteen

How to create or update your QuickCliq user profile

Create a New User Account

- Go to www.quickcliq.com.au
- Click on Register at the top of the page
- Enter your details and click Finish
- You will receive an activation email – click link provided
- You are now ready to log in to your QuickCliq account and add users to the account = names of students or staff who will be placing orders

Add New Students/Users to your account:

This includes adults if you are a school staff member who wants to order canteen food.

- Login at www.quickcliq.com.au and choose the STUDENT tab
- Click on ADD STUDENT
- Complete all the information marked with a red asterix
- **Room: Write the CLASS NAME not the room number**
- **Teacher: Use the TEACHER NAME only**
- **Do not** complete the Middle Name, or Student Number fields
- Health Warnings: include any must-know information
- Click ADD CHILD


Change Existing Student Details at the start of the new school year:

- Login at www.quickcliq.com.au and choose the STUDENT tab
- Select name from the dropdown box and click UPDATE STUDENT
- Complete all the information marked with a red asterix
- **Room: Write the CLASS NAME not the room number**
- **Teacher: Use the TEACHER NAME only**
- **Do not** complete the Middle Name, or Student Number fields
- Health Warnings: include any must-know information
- Click UPDATE


User (student / participant) details

School Name*: Kapinara Primary School, City Beach

Child's first name*: John


Child's middle name: 

Child's Surname*: Smith

Year*: Pre Primary 

Room*: PP/1C

Teacher*: Mrs Chipps

Student Number (if applicable): 

Health Warnings: Allergic to chocolate

(Optional) Allow student to login to the system. This will enable them to place meal orders.

(You as a parent can select items from the menu that they will be able to order from. You can also transfer money from your QuickCliq account to a student account.)

[ADD CHILD](#)