



Barrowby Church of England Primary School

November 2023

Dear Parent/Carer,

Breakfast & After-School Club Bookings

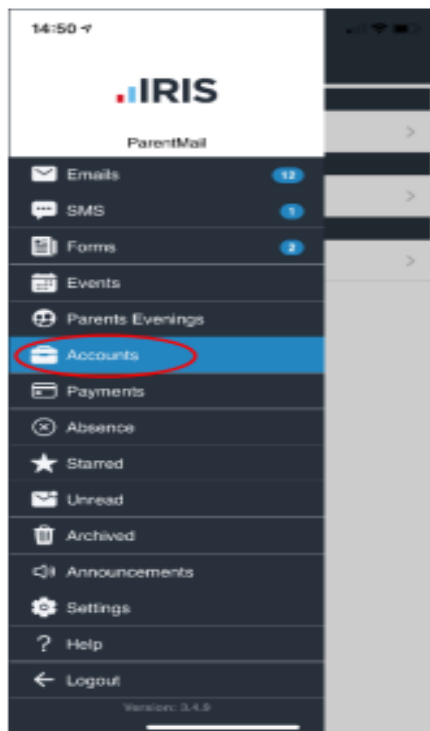
As you may know, we currently run a Breakfast and After-School Club in school. Our provision provides to two Breakfast Club sessions and two After-School Club sessions.



- Breakfast Club - 7.45am with breakfast
- Breakfast Club - 8.15am without breakfast
- After-School Club - 4.30pm without Tea
- After-School Club - 5.30pm with Tea

We are writing to advise from **Thursday 1st February**, you will now be able to select your requirements for both Breakfast and After-School Club on the one template on your app.

1. To get started with your bookings, for the **1st February 2024 onwards** select the Accounts section of the app, this will be in your left-hand menu.



Click into 'Accounts'.





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2. Once you have selected 'Accounts', here you will see all the wrap around care registers your child/ren has been added to.

For all bookings prior to Thursday 1st February, please continue to make bookings as usual, all bookings from Thursday 1st February will be made on the new template.

4.30 pm After School Club	£0.00	>
5.30 pm After School Club	£0.00	>
7.45 am Breakfast Club with breakfast	£0.00	>
8.15 am Breakfast Club	£0.00	>
USE FROM 1ST FEB 2024 - Wrap Around Care	£0.00	>

3. From Thursday 1st February, click onto the register shown above to choose your required dates. Everything in white is available to book, bookings are still made available for 12 weeks in advance





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4. Here you can make your selections for each day of the week.

Thursday 1st February

Breakfast Club

No Choice

07:45 - 08:45 +£4.00 ⓘ

08:15 - 08:45 +£2.50 ⓘ

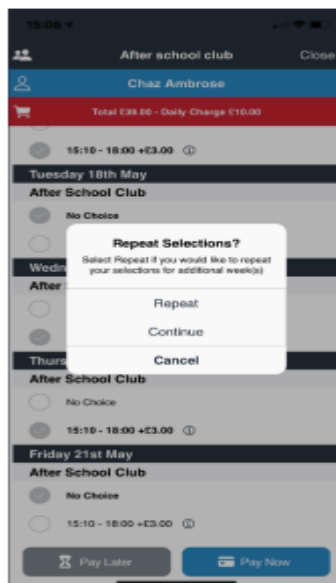
Afterschool Club

No Choice

15:15 - 16:30 +£4.50 ⓘ

15:15 - 17:30 +£8.00 ⓘ

5. To book the same sessions on the same days of the week you can choose to repeat selections if you wish to do so.





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6. The next page will show you the weeks available to book the same session (s).



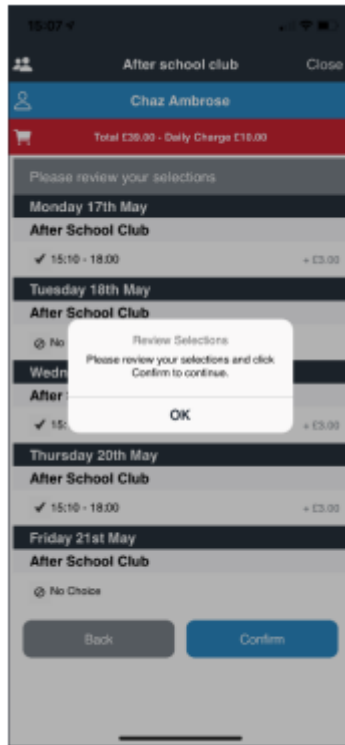
7. The next page will show you the weeks you have chosen to repeat. Click 'Confirm' when you are ready to proceed.



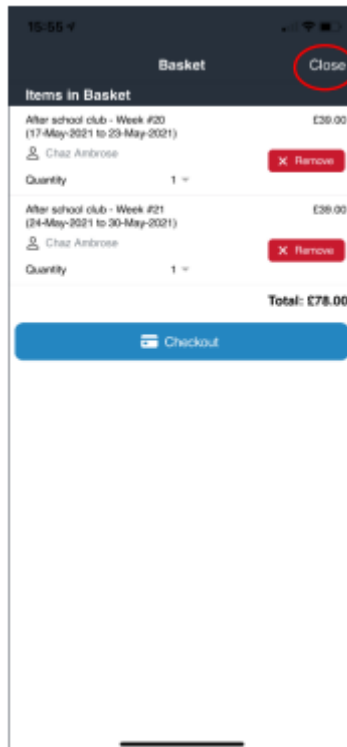


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8. You will now be prompted to review your selections.



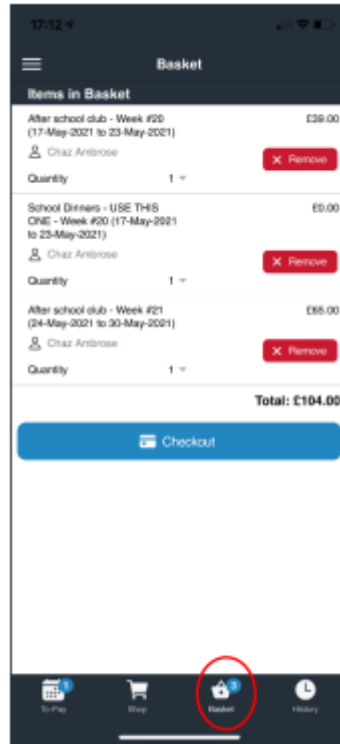
9. You are now ready to proceed to the checkout and complete the purchase.





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10. All purchases will show in the basket. This can be located by clicking the trolley icon within the 'Accounts' tab, or the basket icon from within the 'payments' tab.



We are extremely pleased the provision continues to be very popular. With this in mind, we kindly ask that all bookings are made by **10.00am Wednesday**, the week prior to the week you require your Breakfast and After-School club sessions.

Thank you for your continued support and I hope you can see the benefit of streamlining the booking system.

Yours sincerely

Mr L Batey
Headteacher

