

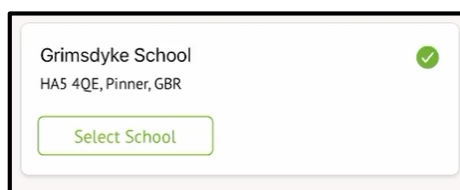


How To Book Wrap Around Care Clubs on Arbor using the Phone App

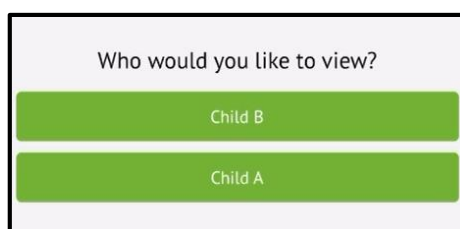
Follow the steps below to book both **Breakfast Club** and **After School Club**

How to register your child's sessions -

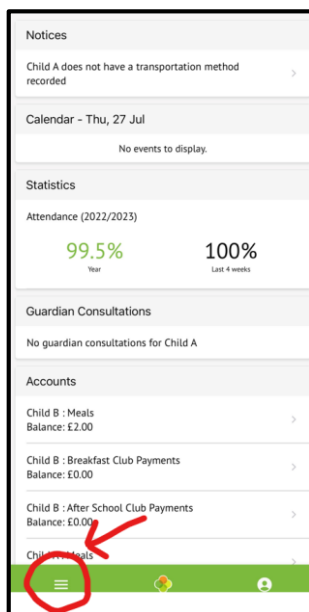
1. Log on to Arbor on your phone App (Arbor app is available on Apple and Android devices).
2. Select Grimsdyke School



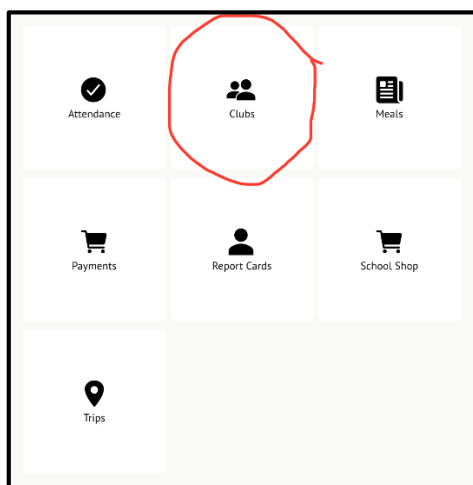
3. Select child - ***if you have more than one child at the school you need to repeat the following steps for each child attending the club.***



4. Select the 3 lines on the bottom left hand side of the screen to open the menu



5. Select the '**Clubs**' icon



6. If your child has been allocated a space on the club, it will be available on this screen. Click the required club

7. Select

Register Child for this club

8. A pop up menu will appear and you need to click on '**Choose Membership Option**' and select '**session**'

« Back

Register Child for Club

Club Overview

Name	ASC - Autumn 2023
Description	Dear Parent Please read the attached Terms and Conditions for the Afterschool Club. By registering your child to take part, you are agreeing to the attached Terms and Conditions.
Club price per session	Monday: £0.00 for 15:30-18:00 session interval Tuesday: £0.00 for 15:30-18:00 session interval Wednesday: £0.00 for 15:30-18:00 session interval Thursday: £0.00 for 15:30-18:00 session interval Friday: £0.00 for 15:30-18:00 session interval

Choose Membership

Choose membership option*

Session

▼

Cancel
Next »

9. Click 'Next'

10. The next pop up screen will give you the option to select days – click 'Tap to Pick'.

Club Overview

Name
ASC - Autumn 2023

Description
Dear Parent Please read the attached Terms and Conditions for the Afterschool Club. By registering your child to take part, you are agreeing to the attached Terms and Conditions.

Selected membership option
Session (Sign-up cut-off: None)

Club price per session
Monday: £0.00 for 15:30-18:00 session interval
Tuesday: £0.00 for 15:30-18:00 session interval
Wednesday: £0.00 for 15:30-18:00 session interval
Thursday: £0.00 for 15:30-18:00 session interval
Friday: £0.00 for 15:30-18:00 session interval

Select Membership Periods

Tap to pick
▼

Cancel

Next »

11. Select required dates

<input type="radio"/>	Wed, 04 Oct 2023
<input type="radio"/>	Thu, 05 Oct 2023
<input type="radio"/>	Fri, 06 Oct 2023
<input type="radio"/>	Mon, 09 Oct 2023
<input type="radio"/>	Tue, 10 Oct 2023
<input type="radio"/>	Wed, 11 Oct 2023
<input type="radio"/>	Thu, 12 Oct 2023
<input type="radio"/>	Fri, 13 Oct 2023
<input type="radio"/>	Mon, 16 Oct 2023
<input type="radio"/>	Tue, 17 Oct 2023
<input type="radio"/>	Wed, 18 Oct 2023
Apply	

If a date is not available to select that indicates that the club has reached capacity and cannot take anymore bookings.

12. Click

Apply

13. Next screen will show you how many sessions you have selected, if this is correct click

Next »

Club Overview	
Name ASC - Autumn 2023	
Description Dear Parent Please read the attached Terms and Conditions for the Afterschool Club. By registering your child to take part, you are agreeing to the attached Terms and Conditions.	
Selected membership option Session (Sign-up cut-off: None)	
Club price per session Monday: £0.00 for 15:30-18:00 session interval Tuesday: £0.00 for 15:30-18:00 session interval Wednesday: £0.00 for 15:30-18:00 session interval Thursday: £0.00 for 15:30-18:00 session interval Friday: £0.00 for 15:30-18:00 session interval	
Select Membership Periods	
2 selected	
Cancel	
Next »	

14. Select the session by clicking on 'Tap to Pick' followed by

Next »

The screenshot shows a mobile app interface for registering a child for an Afterschool Club. The form is titled 'Name' and contains the text 'ASC - Autumn 2023'. Below this is a 'Description' section with the text: 'Dear Parent Please read the attached Terms and Conditions for the Afterschool Club. By registering your child to take part, you are agreeing to the attached Terms and Conditions.' The next section is 'Selected membership periods' with the text '16 Oct 2023, 11 Oct 2023'. Below this is a 'Select Session Interval' section. It has two rows: 'Monday' and 'Wednesday'. Each row has a button labeled 'Tap to pick'. At the bottom of the form are two buttons: a grey 'Cancel' button and a green 'Next »' button.

Please note Breakfast Club sessions are from 7.45-8.30am and After School Club sessions are from 3.30-6.00pm.

15. Click

Register Child for club

If you need to cancel any booked sessions, please contact the manager of the relevant club (emails below). Cancellations will be subject to the terms and conditions of the club.

How to make payments for sessions –

We accept payments for Breakfast club and After School Club using -

- **Bank Card payment on Arbor**
- **Tax free Childcare Vouchers** - *After the payment debits the school bank account the finance office will reflect the amount on Arbor. These payments are processed once a month so there may be a delay in the payment showing on Arbor.*


Please ensure you top-up enough money to cover the cost of all your sessions booked;

For example: After School Club costs £10 per session so if you have booked 10 session top up £100

Breakfast Club costs £5 per session so if you have booked 10 session top up £50

The money you top up will remain as a credit in your club account until your child attends the session.

Follow these steps ONLY for payments made by bank card:

1. Select .
2. Add the payment amount

Top Up Account by Card

Top-Up Details

Customer account
Child A (After School Club Payments)

Bill payer
Hetal Dattani

Payment amount
£

Narrative

Cancel

Apple Pay

Pay Now

3. Select **Pay now** or you can pay with apple or google pay.

4. Add card details and select **Pay £100.00**

Make Payment

Card number 1234 1234 1234 1234

Expiration date MM / YY

Name on card

Security code (CVV/CVC) CVC

Cancel Pay £100.00

Thank you.

- bc@grimsdyke.harrow.sch.uk – contact Mrs Zafar for general Breakfast Club queries
- asc@grimsdyke.harrow.sch.uk – contact Mrs Vaswani for general After School Club queries
- finance@grimsdyke.harrow.sch.uk – contact the finance office for payment queries