



Sedbergh Primary School

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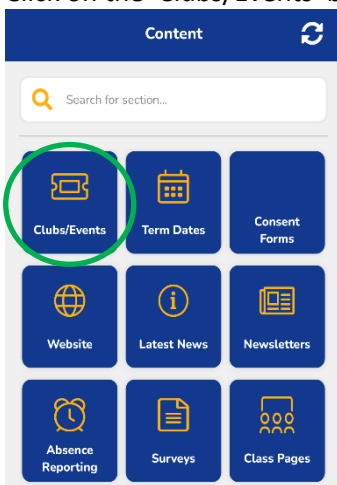
Dear Parents/ Carers,

Thank you for registering for wraparound care from September 2022. Your account has now been set up to be able to book sessions through the School App. Please see the screenshots below as a guide for how to do this.

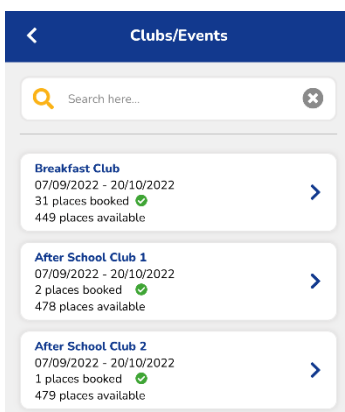
1. Click on 'Content' on the toolbar at the bottom of the screen.



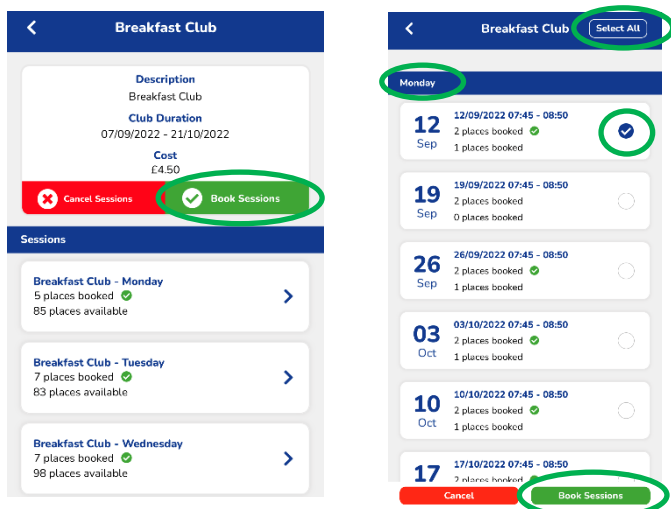
2. Click on the 'Clubs/Events' button.



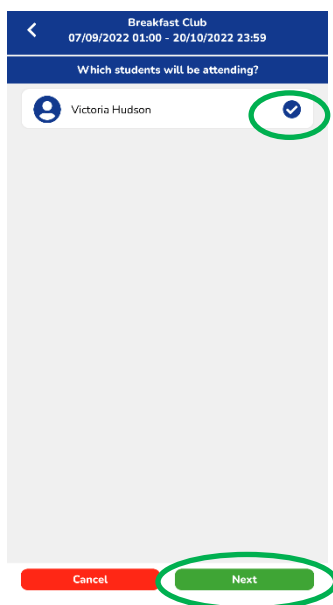
3. Select the service you require. Please note – 'After School Club 1' is the session until 4:30. 'After School Club 2' is the session until 5:00. Please only book the relevant one, not both.



4. Select 'Book Sessions'. On the next page, tick the box for the required sessions. For ease of use, the sessions are organised into days of the week so that if you only require certain days then you can quickly select all the Mondays etc. If you require every day, for the half term, then there is a handy 'select all' button too. When you have selected what you need, click 'Book Sessions'.



5. Select which students will be attending (siblings should all appear here) and then click 'Next' to confirm the booking.



We will use this booking system to generate registers for each session – your child must be booked in order to attend. Booking is now live for Autumn Term. Please make bookings as soon as you know the sessions that you require so that we can plan staffing and food deliveries for September accordingly.

If you have any questions, or any problems with the App, please contact the school office.

Once again, thank you for registering for this service. We are delighted to be able to further support our local community by offering wraparound care.

Yours sincerely,

Mrs Victoria Hudson