Raglan Primary School Wraparound Clubs

Signing my child up for Breakfast & After School Club on the Arbor Parent App (Mobile Device Edition).

Follow the instructions below to register a child for a wraparound care club using the Parent Mobile App <u>using a smart phone or tablet.</u>

In order to sign up for sessions you must make sure there are sufficient funds in your 'Top Up' Account or you will be unable to book. Children registered for Tax Free Childcare or Childcare Vouchers have 5 working days for the funds to clear to the School Bank Account to be added to your 'Top Up' account.

Topping up your account if your balance is low

If your school requires you to top up funds before signing up, you won't be able to sign up and you'll get an error message.

Here's the message on the Parent App

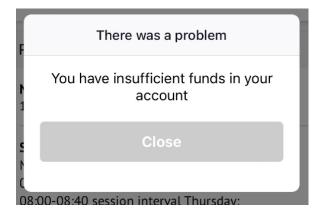


Please correct this error:

· You have insufficient funds on you account

OK

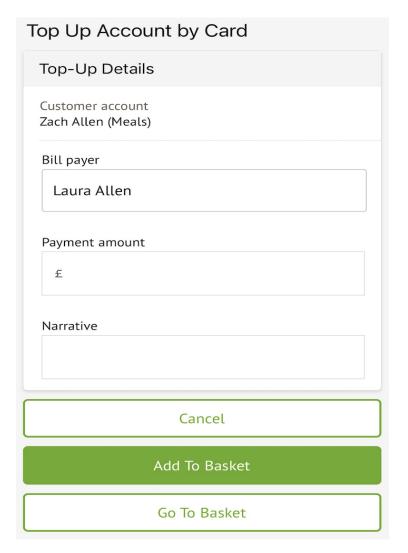
On the App, it will look like this.



You will need to return to the club page and click **Top up account**.

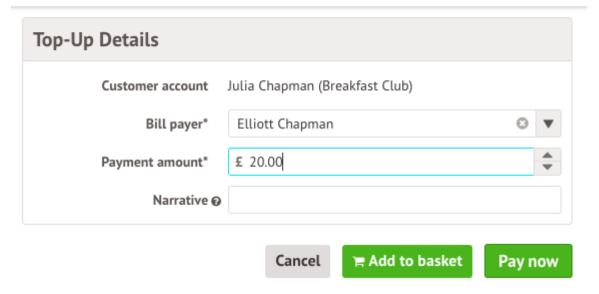
Register Zach for this club Top up account Breakfast Club (2023/2024) Registration Information Registration status Zach is not registered for wraparound care club sessions yet. Click "Register for this club" button to register.

On the Parent App, you can add the amount to your basket.





Top Up Account by Card



When you pay, you may have to then authenticate your identity for the payment to go through. This is a requirement of the recently introduced <u>Strong Customer</u> Authentication (SCA) regulations.

If authentication is needed for the payment, you will be prompted to authenticate the payment using the method of authentication your bank supports. This could be:

- an SMS code,
- your mobile banking app
- another method

For example, here's what it may look like if you're using Monzo. (*Please note, we are not affiliated with Monzo, this is purely an example*)

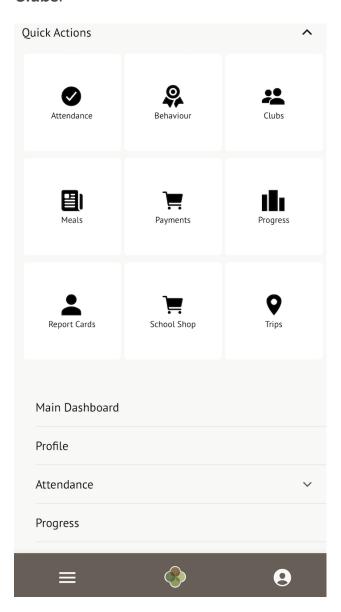


Once we've been able to confirm your identity, the payment will be completed and your card will be charged. You'll see confirmation that the transaction has been successful.



On the Parent App

To sign up for a club, click the menu icon at the bottom left of your screen. **Select Clubs**.



You can then see a list of any clubs your child is attending, and any clubs open to your child.

School Clubs (2021/2022)

Julia is Registered For These Clubs

Julia isn't a member of any club yet. Take a look at the clubs open to Julia below.

Julia Can be Registered For These Clubs

Example breakfast club (2021/2022) Timetable:

Mondays: 07:00 - 09:00 (03 Jan 2022 - 31 Aug 2022,

term-time only)

Click a club to access the *Club Overview*. Click **Register For This Club** to sign up.

Register Zach for this club

Top up account

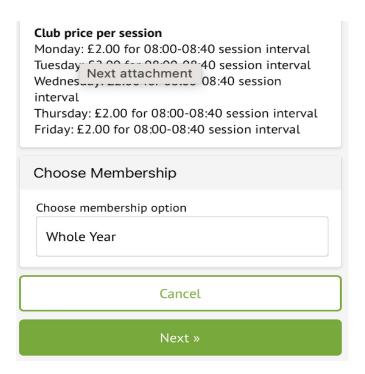
Breakfast Club (2023/2024)

Registration Information

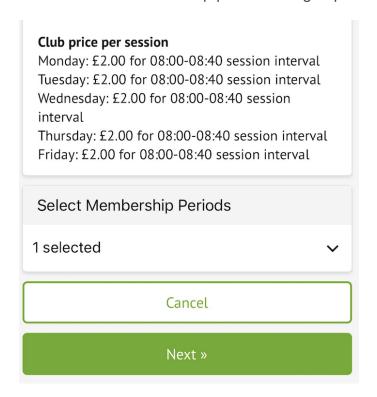
Registration status

Zach is not registered for wraparound care club sessions yet. Click "Register for this club" button to register.

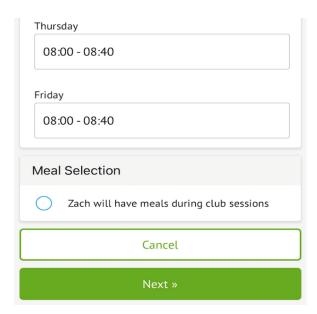
Choose the membership period to sign up for - this may be a day, a term or the whole academic year, depending on what your school has set up.



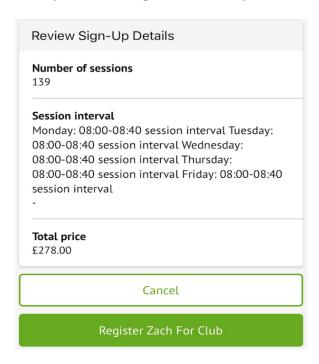
Choose which membership periods to sign up to.



then select which times to sign up to for the club.



Finally, confirm registration. They will then be signed up.



You are now booked for your chosen sessions. In order to guarantee Regular Confirmed Sessions you will need to book at least four weeks in advance. We cannot guarantee availability for sessions booked for any shorter time periods or Emergency Adhoc Sessions.

Emergency Adhoc Sessions can only be booked through the school office and are subject to availability and an enhanced fee.

An Emergency Adhoc booking is any booking made later than 2pm the day before for Breakfast Club and 2pm on the day for Safari Club.