

Parent Pay – How to Book your child’s Afterschool Club Session

1. Go to www.parentpay.com and log in
2. Select the child to make bookings for, this will bring you to your Payment Items (see below)
3. Click 'View' on the After School Club Tab

Payment items

Dinner money balance: £7.10

Ingoldmells Academy Meals Balance: £7.10	£2.30	View
Ingoldmells Academy Meals		
After School Club Balance: £0.00	£5.00	View

This will run on Tuesdays, Wednesday and Thursdays (this could increase with demand) The cost is £5.00 per pupil per session with an additional cost of £2.50 per sibling. Sessions must be boo...

4. Click 'Book meals and places'

- After School Club
Balance: £0.00

This will run on Tuesdays, Wednesday and Thursdays (this could increase with demand) The cost is £5.00 per pupil per session with an additional cost of £2.50 per sibling. Sessions must be booked and paid for in full one week in advance, please note we are unable to give refunds should your child be unable to attend.

Payment

Choose payment amount

£

Min: £5.00 / Max: £500.00 (set by school)

[Bank Transfer](#) [?](#)

[Book meals and places](#)

[Add to basket](#)

5. Choose which week you wish your child to go attend the afterschool club using the drop down box, then click make or view bookings

Make or view bookings

To book, please select from the options below and then select 'Make or view bookings.'

Make bookings for:

Week commencing:

6. Select the days you wish your child to attend, once you are happy please click on 'Confirm Bookings'

After school selection

Previous week **Week commencing 8th Nov 2021** Next week

Mon 8 Nov	Tue 9 Nov ✓	Wed 10 Nov ✓	Thu 11 Nov	Fri 12 Nov
Book a session	Book a session ✓	Book a session ✓	Book a session	Book a session
Clear day		Clear day		

Booking summary

Show symbols | Help | Hide info

After school	
Bookings added	2
Bookings cancelled	0
Cost of new bookings	£10.00
Payment due	£10.00
Cancel	

(PLEASE NOTE WE CURRENTLY ONLY RUN AFTERSCHOOL CLUB ON TUESDAYS, WEDNESDAYS and THURSDAYS. DO NOT SELECT ANY OTHER DAYS AS YOU MAY STILL BE CHARGED FOR THIS)

7. Your booking choices have been added to your basket. Make payment as normal.

Order summary

Items:	£10.00
Total:	£10.00
Pay by Parent Account credit:	-£0.00
Amount to pay:	£10.00

Pay by

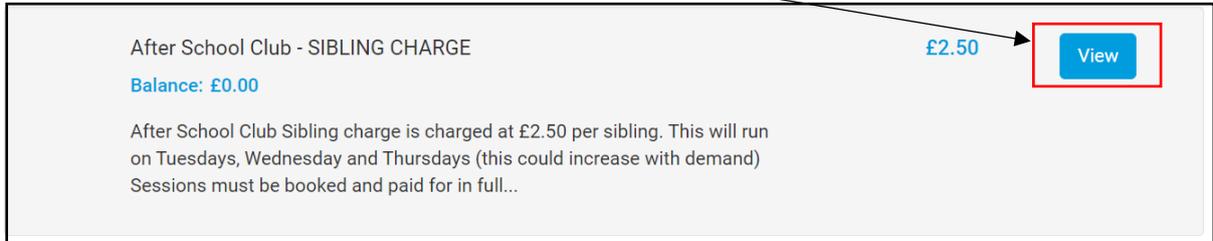
Change

[Other payment method](#)

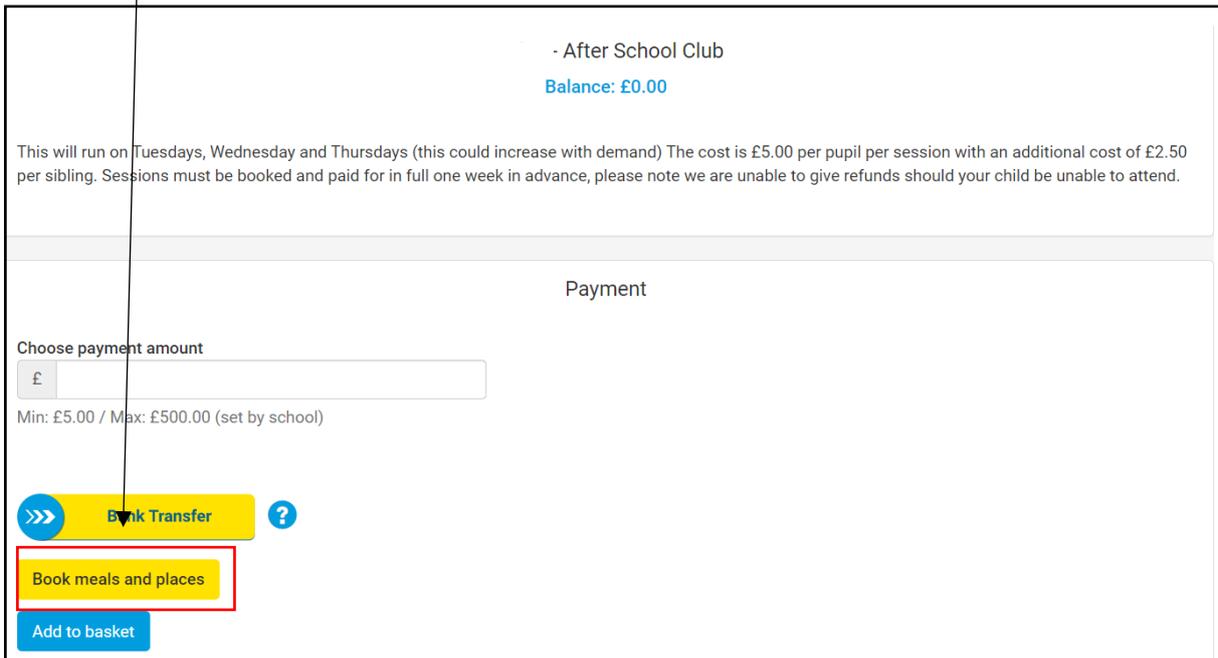
[Continue shopping](#)

Parent Pay – How to Book your child’s Afterschool Club Sessions – SIBLINGS

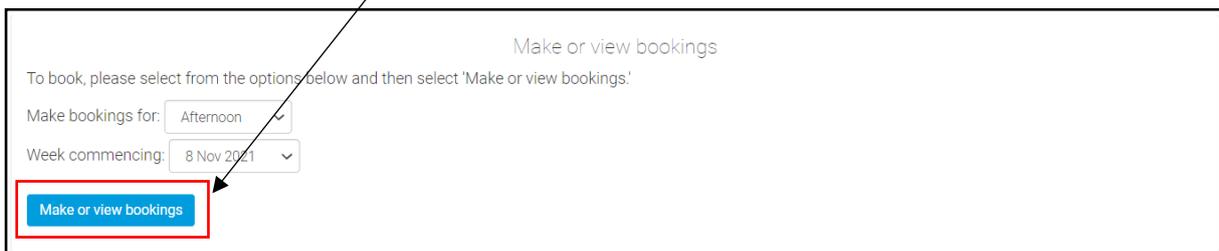
1. Go to www.parentpay.com and log in
2. Select the child to make bookings for, this will bring you to your Payment Items (see below)
3. Click ‘View’ on the After School Club – SIBLING CHARGE Tab



4. Click ‘Book meals and places’



5. Choose which week you wish your child to go attend the afterschool club using the drop down box, then click make or view bookings



6. Select the days you wish your child to attend, once you are happy please click on 'Confirm Bookings'

After school selection

Previous week **Week commencing 8th Nov 2021** Next week

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Booking summary

[Show symbols](#) | [Help](#) | [Hide info](#)

After school	
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Confirm bookings

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Order summary

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Pay by

>>> Bank Transfer

Visa

[Change](#)

[Other payment method](#)

[Continue shopping](#)

Reminder: Paying by Bank Transfer can take up to 5 days for funds to come out of your account. If you pay by Debit Card funds are paid for immediately.