

[How to book your child's Wraparound Care](#)

When we return to school in September 2022, we will be using the ParentPay booking service to book and pay for any Playzone and Breakfast Club sessions for your child.

This applies to every child. All sessions will have to be booked through ParentPay - Breakfast Club by 7am on the day and Playzone by mid-day.

How to make bookings

1. Go to www.parentpay.com and log in
2. Select the child to make bookings for
3. Select **Bookings > Make or view bookings**
4. Select the time of day for which you want to book ie **Breakfast**
5. Select the week to view
6. Select **Make or view bookings**

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

Make bookings for:

Week commencing:

[Make or view bookings](#)

- Home >
- Child's page >
- Child profile +
- Bookings -
- Make or view bookings >
- Unpaid bookings >
- View menus and choices >

7. You will then be presented with a booking screen. Book your child's sessions by selecting the required dates.

Mon 18 Jan	Tue 19 Jan	Wed 20 Jan	Thu 21 Jan	Fri 22 Jan
Book a meal	Book a meal	Book a meal	Book a meal	Book a meal
Clear day				

[WARNING: Any bookings must be confirmed and \(if required\) paid for within 2 hours of selecting them. Failure to do so will result in the bookings being automatically cancelled.](#)

8. A summary will be displayed at the bottom of the page with any previous unpaid bookings or additional hours adjustments shown in red.

Booking summary	
Show symbols Help Hide info	
Adam Alpha's Lunch time	
Bookings added	3
Bookings cancelled	0
Cost of new bookings	£6.90
Unpaid bookings	£2.30
Payment due	£9.20
Cancel	Confirm bookings

9. Review the booking summary, and select **Confirm booking**.

10. Any credit in your Parent Account will be used to pay for the sessions. Any remaining cost can be paid by Bank Transfer (if enabled), Visa Checkout or Other payment method.

Basket	
Item	Total cost
Adam - Bookable school meal	£9.20

Order summary	
Items:	£9.20
Total:	£9.20
Pay by Parent Account credit:	-£0.00
Amount to pay:	£9.20

Bookings must always be confirmed to ensure that they are registered on the school's system.

If you pay via Childcare vouchers this can easily be arranged. You will need to ensure your Childcare vouchers are forwarded to us in advance of the sessions you wish to book so that we may adjust your ParentPay account balance. Please feel free to contact us to discuss how this will work for you.