

Aftercare

Aftercare needs to be booked through My School Portal. You are able to book the whole term in advance and you are able to cancel this yourself, should you need to.

<https://princethorpe.myschoolportal.co.uk/login>

The sessions available are:

First Session – Until 5.00pm per child including a drink and biscuit - £6.00

Over one hour, up to a maximum of two hours (6.00pm) per child including tea - £12.50

If you require tea, please ensure that you have booked by **1.00pm** on the day.

Please ensure that you book Aftercare in good time, as the School Office will be unable to log in to book Aftercare on your behalf.

Should you need to **Cancel Aftercare**, please see the following Instructions:

Please note that you cannot cancel Aftercare if it is within 24 hours of the booking time!

Bookings (Clubs and Activities)

- Drop Down Menu – Upcoming Bookings
- Which will show this
- (CH After Care Michaelmas Term)– next date – Time etc.
- View Booking Details
- Confirm cancellation of booking
- Cancellation type - Please Select from the dropdown menu
- 1) All sessions which can be cancelled
- 2) Only cancel sessions between specific dates
- 3) Cancel specific sessions only
- Select the date you want to cancel
- Confirm