

Booking Rickleton Plus Sessions If You Are Paying Via Taxfree Childcare

Please refer to the guide below if you are booking sessions and **paying via tax free childcare or childcare vouchers**.

If you are booking Rickleton Plus sessions this will be found in the Clubs section of the options menu. Each club that is available to book will appear underneath your child's name and will be listed in date order. They appear on a week-by-week basis.

The screenshot shows the 'schoolmoney' app interface. On the left is a green sidebar menu with options: Payments, Dinners, Clubs, School Shop, Parental Consent, History, and an important notice. The main area shows a list of clubs for two children: Lauren (total £0.00) and Jake (total £10.00). Each child's list includes 'Club Top Up' and several 'Afterschool Club - WC' sessions with dates from Sep 02 to Sep 30, 2019. A plus sign is next to the 'Club Top Up' for each child. On the right, there is a large shopping cart icon and a summary section showing 'Dinner Credit: £0.00', 'Club Credit: £0.00', and 'Total To Pay: £0.00'. A green 'Make Payment' button is visible, along with logos for VISA, Mastercard, and others.

Click on the + sign next to the week you would like to pre-book. This will open the booking and show you the days that are available. Click on the drop-down box next to the day you would like to book and choose the session you need.

The screenshot shows the booking interface for 'Afterschool Club - WC: Mon 19 Mar 2018'. It features a table with days of the week and session options:

Day	Session
Monday	1 - £2.00 (1 hr)
Tuesday	1 - £2.00 (1 hr)
Wednesday	0
Thursday	0
Friday	0

At the bottom right, there is a 'Total £4.00' and two buttons: 'Reserve Now' and 'Add To Basket'. A blue arrow points from the 'Reserve Now' button to the text below.

Once all sessions have been chosen, please click on the **'Reserve Now'** box in the bottom right-hand corner. **Please do not try to checkout if you are paying via childcare vouchers you must use the 'Reserve Now' option.**

Once you have made your booking there should be no items sitting in your shopping trolley. Please check you have no items in your shopping trolley. If you do still have items in your shopping trolley then your sessions are not booked.

You can check the bookings you have made by selecting the history tab and selecting club. If you click on the + box, you can view sessions that you have booked.

Rickleton Primary School

schoolmoney

Change Password | Help | Log Out

Payments

Dinners

Clubs

School Shop

Parental Consent

History

Important Notice regarding Online Payment Security

Transaction History

Club History

Dinner History

Meal Selections

Lisa

Description	Rickleton Plus AfterSchool
Start Date	Mon 07 Nov 2022
End Date	Fri 11 Nov 2022
Cost So Far	£12.60
Paid So Far	£0.00
Mon	1
Tue	1
Wed	2
Thu	
Fri	
Weekly Total	£12.60
Amount Paid	£0.00

Shopping trolley icon

Dinner Credit: £0.00

Total To Pay: £0.00

Club Credit: £0.00

Make Payment

VISA, Mastercard, TRUST logos

Should you need any further assistance please do not heistate to contact the School Office.

