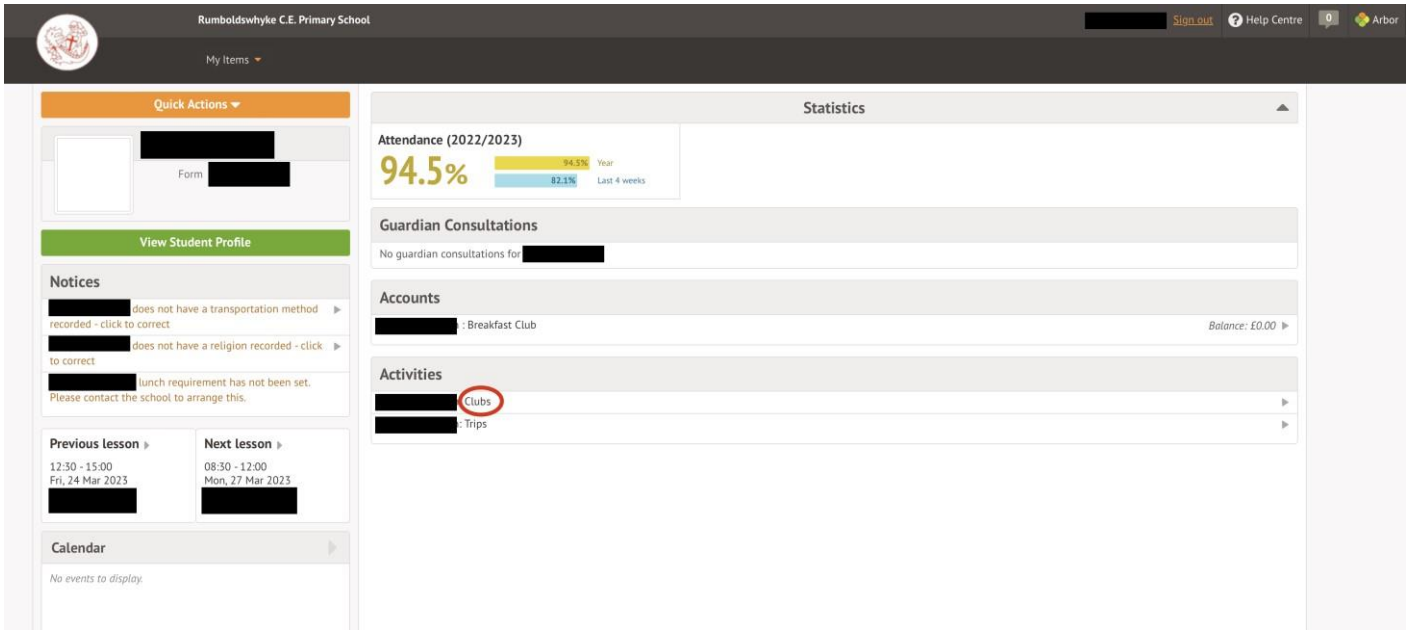
Breakfast Club/After school Club:
How to book sessions through Arbor

Below are instructions and images of how to book Breakfast Club or After School sessions through our new Arbor Parent Portal.

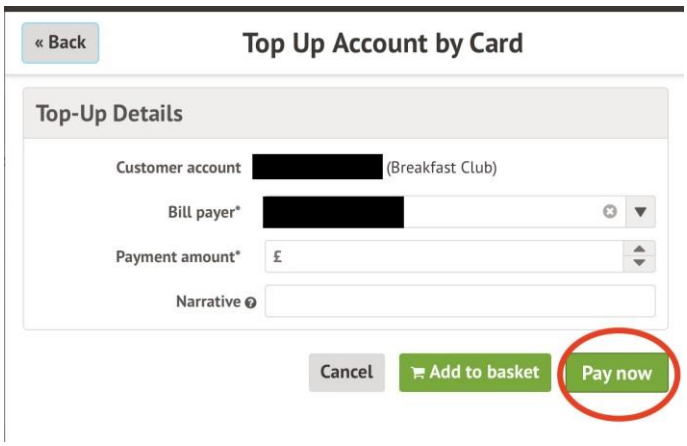
Once you have logged into the Parent Portal, please scroll down to the 'Activities' section, where you will find 'Clubs'. Click on the 'Clubs' section.



From here you will see a list of clubs to which your child can be registered for. Click on 'Breakfast Club' or 'After School Club'

In the next window you will find 'Register your child for this club' and 'Top up account' in the green boxes at the top right hand corner of the screen, if logging in via the website.

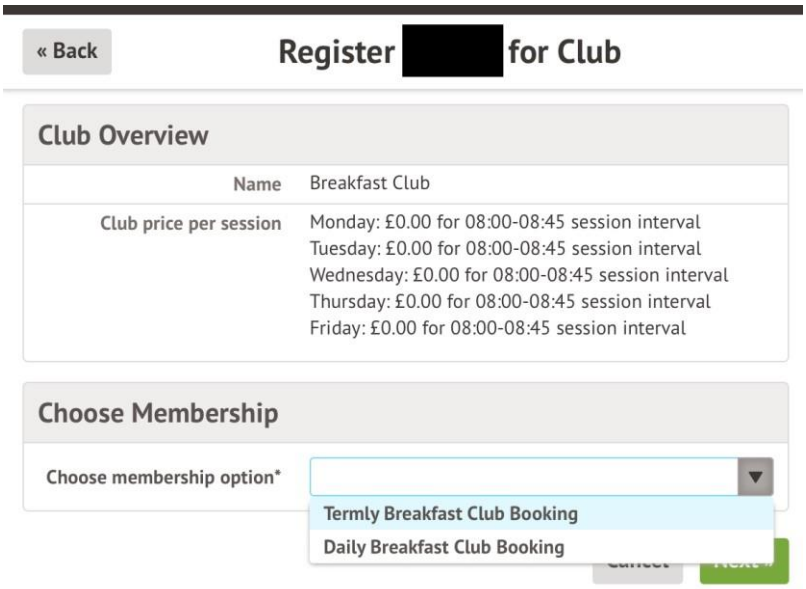
Please ensure you click 'Top up account' and make a payment for the number of sessions you wish to book and click 'Pay now', prior to booking the sessions using your credit or debit card.

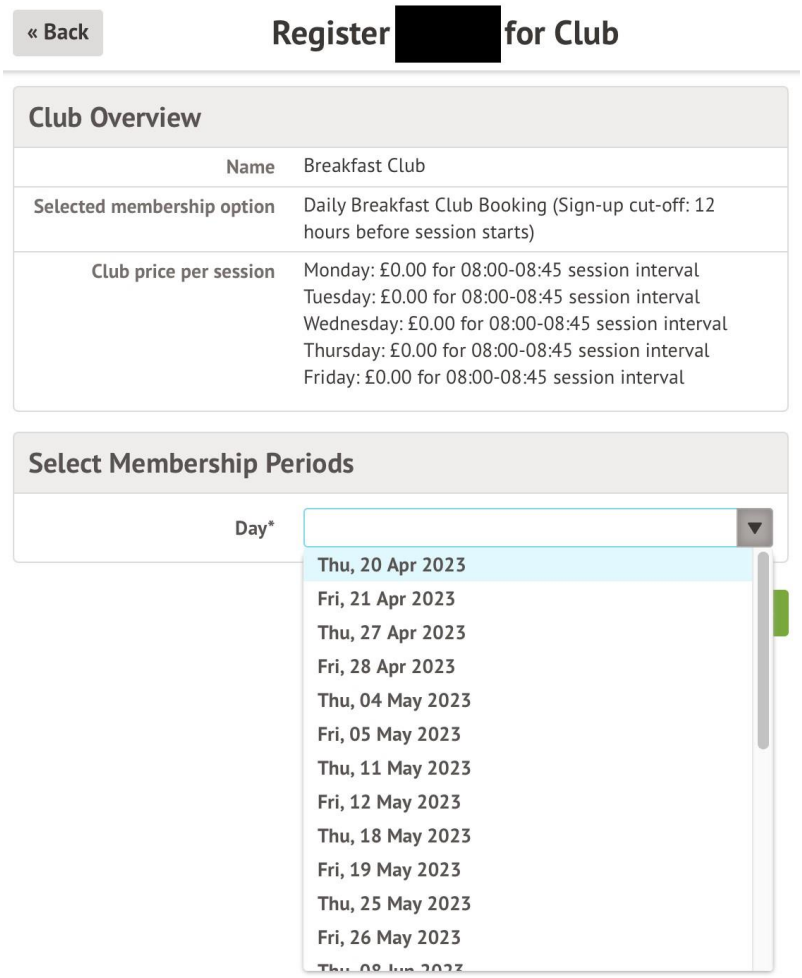


Once payment has been made, please go back and click 'Register your child for Breakfast Club' and/or 'After School Club'.

There are then two options for Club membership:

- Select 'Termly Breakfast/Afterschool Club booking membership' if you wish your child to attend each day (i.e. 5 days a week), for the whole term.
- Select 'Daily Breakfast Club/Afterschool Club membership', if you only wish your child to attend certain days (e.g. Mondays, Thursdays & Fridays) or if you are wishing to book an adhoc, one off session. Then in the next window select each day you wish you child to attend for the term.





(Please note in this example picture not all available days to book Breakfast Club are shown as this particular child has already been signed up to Breakfast Club.)

As noted in our Terms & Conditions, there is a maximum of 30 spaces available per session. Places are allocated on a first come first serve basis. In order to guarantee your child a space, we recommend you book your child's place in advance. Sessions will be bookable up to 12 hours prior to the requested session starting.