



Parent's Guide

Booking into Before and/or After School Care

The web address for the log in page is: <https://thornhillshildon.schoolcloud.co.uk/>

The log in page will be displayed as below, you will recognise this page as this is the same system we have used previously to facilitate our parents evening.

Please note: The log in data is case sensitive. Capital letters will need to be used at the beginning of each name.

The screenshot shows the login page for Thornhill Primary School. At the top, there is a red header with the school's name. Below this, the 'SchoolCloud' logo is displayed, followed by a welcome message: 'Welcome to the Thornhill Primary School parent teacher conference booking system. Appointments can be amended via a link from the email confirmation - please ensure your email address is correct.' The page is divided into two main sections: 'Your Details' and 'Student's Details'. The 'Your Details' section contains fields for Title (a dropdown menu), First Name, Surname, Email, and Confirm Email. The 'Student's Details' section contains fields for First Name, Surname, and Date of Birth (with dropdown menus for day, month, and year). A green 'Log In' button is located at the bottom of the form.

When you log in the screen below will appear:

The screenshot shows the dashboard after logging in. On the left, there is a dark red sidebar with navigation options: 'Home' (with a house icon), 'My Bookings' (with a calendar icon), 'Send Feedback' (with a speech bubble icon), and 'Sign Out' (with a power icon). The main content area has a teal header for 'Before and After School Care'. Below this, there is a white box containing the text 'Booking for Before and After School Care for Week Beginning 02/11/20' and a 'Manage Bookings' button with a right-pointing arrow. Below the button, it says '20 places booked'.

Any bookings already made in School will appear by clicking 'Manage Bookings' box and will show as the image below:

The screenshot shows the SchoolCloud interface for Thornhill Primary School. The main content area displays a summary for 'Before and After School Care' from Monday, 2nd November to Friday, 18th December, with 20 places booked. At the top, there are buttons for 'Print', 'Amend Bookings', and 'Subscribe to Calendar'. Below this, a table lists the booking details:

Club	Date & Time	Student	Session
			4th Nov 08:00 - 08:45
			6th Nov 08:00 - 08:45
			9th Nov 08:00 - 08:45
			11th Nov 08:00 - 08:45
			13th Nov 08:00 - 08:45
			16th Nov 08:00 - 08:45
			18th Nov 08:00 - 08:45
			20th Nov 08:00 - 08:45
			23rd Nov 08:00 - 08:45
			25th Nov 08:00 - 08:45
			27th Nov 08:00 - 08:45
			30th Nov 08:00 - 08:45
Breakfast Club	Every Wednesday, Friday & Monday 08:00 - 08:45		2nd Dec 08:00 - 08:45
			4th Dec 08:00 - 08:45
			7th Dec 08:00 - 08:45
			9th Dec 08:00 - 08:45
			11th Dec 08:00 - 08:45
			14th Dec 08:00 - 08:45
			16th Dec 08:00 - 08:45
			18th Dec 08:00 - 08:45

As you can see there are different options along the top of the summary which are Print, Amend Bookings and Subscribe to Calendar.

By Clicking 'Amend Bookings' this screen will appear. This provides information on clubs available to your child along with the times, prices and availability:

The screenshot shows the 'Amend Bookings' screen for Thornhill Primary School. It displays a list of clubs for 'Tuesday' with details such as 'After School Care' (15:15 - 16:30) and 'Breakfast Club' (08:00 - 08:45), along with their respective prices and availability status.

1 of 3 clubs booked

Tuesday

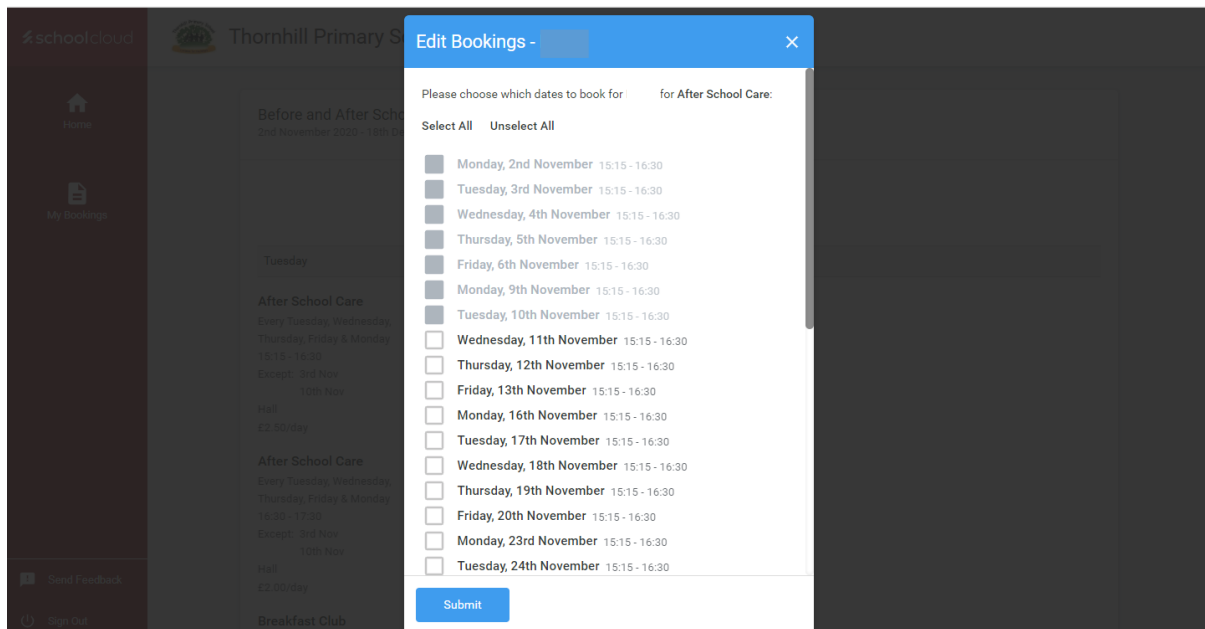
After School Care ⓘ +
 Every Tuesday, Wednesday, Thursday, Friday & Monday
 15:15 - 16:30
 Except: 3rd Nov
 10th Nov
 Hall
 £2.50/day

After School Care ⓘ +
 Every Tuesday, Wednesday, Thursday, Friday & Monday
 16:30 - 17:30
 Except: 3rd Nov
 10th Nov
 Hall
 £2.00/day

Breakfast Club ⓘ 20 Dates Booked

You are then able to click on whichever club it is you wish your child to attend and book them into the dates you need. By clicking onto a club the screen below will appear which provides you with the dates.

Once your dates are chosen, you will need to click 'Submit' and we will receive the booking at school.



Should you have any questions or require support please give the school office a call on: 0133 772 906