

Year 3 Breakfast Club Bookings – Portland Road

Held in the Canteen from 8.00 – 8.45am

Dear Year 3 Parent/Carers

Welcome to our breakfast club **magic**booking system.

Account: You will be able to create your account, **(if you already have a Hove Junior magicbooking account from our infant school you do not need to create a new one)**, make or cancel bookings, access past bookings details and payment history 24/7. You will also have full control of yours and your children data including health care plans, emergency contact details, authorised collectors and communication preferences.

Bookings for the new academic year will go live on Monday 10th July 2023 from 9am.

Bookings: IMPORTANT: When booking, please ensure you select the correct breakfast club. **Portland Road Year 3 children** will attend the breakfast club held in the shared canteen. This club is called **School Road Infants & Year 3 Breakfast Club**.

Many of you will have children who have already attended this club at WHI. We have a separate club on our Junior school site for children in Years 4 – 6. We have done this to create more spaces and enable more parents to book their children in for breakfast club. We just don't have the spaces available to accommodate the demand.

You will make your bookings online.

If you already have an account with another school or organisation please follow the instructions below:

Follow the link: <https://hovejuniorschool.magicbooking.co.uk>

1. Parents registered with another provider, should choose "Sign In" and enter their existing credentials to login.
2. Once logged in, parents will have to confirm that their accounts will be extended to Hove Junior.
3. After acknowledging the T&Cs, parents will need to register with the Centre 'Hove Junior'.
4. Parents can then import their child's details onto Hove Junior Magic booking site.

Payments: You will be able spread the cost of your booking with a monthly instalment plan. This only applies to bookings that last over 34 days and your payment plan will be of the same duration as the booking. The cost for each session is £5.00. This is an increase of 50p per session, as agreed by our school Governing Body, in keeping with the inflation in food and energy costs. Your payments will be equal every month, making it easy to budget your expenses. It works a little bit like your utility bills, you pay the same amount every month regardless of how much you consume, the only difference is that there won't be any adjustment at the end of the period as these will happen in real time; If you cancel or add dates to an existing booking your monthly payments will automatically be adjusted to reflect the cost difference.

The other good news is that you won't even have to worry about making your payments! After making your first payment online at the point of booking, your following instalments will automatically be taken on the same date every month. You will receive a reminder 5 days before your payment is taken.

Of course, bookings that are for a period shorter than 34 days will have to be paid up front.

Childcare vouchers: You will be able to integrate the element of Childcare vouchers at the point of booking. The system will then give you the balance to pay based on how much you are planning to pay with the tax-free scheme. **You will still need to instruct your Tax-free scheme to pay us.**

NEW TO MAGIC BOOKING: You can create your account by clicking the following link <https://HoveJuniorSchool.magicbooking.co.uk>

Simply click the button 'Create an account' and follow the instructions. The help section contains all the information you need. Please take care to create your account and add your child/s full details.

From the 'Children' tab, select 'edit child details', scroll down to School & Centre and select **West Hove Infant School**. Once this is complete you will be able to select the correct activity; **School Road Infants & Year 3 Breakfast Club**

Please make sure you have read the T & C's and our Data Privacy Notice.

Thank you in advance for your cooperation.

Yours sincerely.

Hove Junior School & West Hove Infants