

Signing my child up for a Club on the Parent Portal

Registering a child for a club using the Parent Portal is a simple process.

Registering a child for a club using Parent Portal:

From the main Parent Portal page, scroll down to the **Activities** section and click on the field with the child's name and **Clubs** in.

The screenshot shows the Parent Portal interface for Zoe Holmes. The top navigation bar includes 'Sarsfield Secondary School' and 'Martin Holmes Principal'. The main content area is divided into several sections:

- Quick Actions:** Zoe Holmes profile, 'View Student Profile' button.
- Guardians of Zoe Holmes:** Martin Holmes, Sonia Holmes.
- Notices:** A list of notices regarding transportation, religion, hearing tests, vision tests, and consent for contact, marketing, and tests.
- Previous lesson:** 08:00 - 08:10, Mon, 20 Aug 2018, Year 8: Form 8JG, Finlay Kennedy.
- Next event:** 11:30 - 12:00, Mon, 20 Aug 2018, Second Breakfast: Sitting - KS3, Room: HALL.
- Statistics:** Attendance (2017/2018) at 84.2%, Behaviour Points - this term at 0, House Points - this term at 0, Star - this term at 0, Worker of the week - this term at 0, Golden Tie - this term at 0.
- Guardian Consultations:** No guardian consultations for Zoe Holmes.
- Overdue Assignments:** Quiz (No due date) in progress.
- Accounts:** Zoe Holmes: Meals, Balance: -€16.00.
- Activities:** A section with two links: 'Zoe Holmes: Clubs' and 'Zoe Holmes: Trips'. The 'Zoe Holmes: Clubs' link is highlighted with a green box, and a green arrow points to it.

The *All Clubs* page will list any clubs the child is currently a member of and any clubs that are currently open for them to join. Click on the appropriate club from the **Clubs open to (Child's Name)** list to open up that club's information page.

Clubs at Sunnyville School of Magic

Ashley's Clubs

Ashley isn't a member of any club yet. Take a look at the clubs open to Ashley below.

Clubs open to Ashley

After School Club (2019/2020) **Timetable:**
Mondays: 15:30 - 16:00 (02 Sep 2019 - 31 Aug 2020, term-time only)
Mondays: 16:30 - 17:00 (23 Mar 2020 - 31 Aug 2020, term-time only)
Tuesdays: 15:00 - 16:00 (02 Sep 2019 - 31 Aug 2020, term-time only)
Wednesdays: 15:00 - 16:00 (02 Sep 2019 - 31 Aug 2020, term-time only)
Thursdays: 15:00 - 16:00 (02 Sep 2019 - 31 Aug 2020, term-time only)
Fridays: 15:00 - 16:00 (02 Sep 2019 - 31 Aug 2020, term-time only)
Membership Options:
Full Year: Free

Free clubs

The club information page will display membership and timetable information. Any existing membership into the club for the pupil will be displayed. To sign your child up for the club simply click on **Register For This Club** in the top right-hand corner of the page.

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Netball (2019/2020)

Club Details

Membership Options Full: Free

Ashley Bell's Memberships

No memberships

Club Timetable

Weekly Sessions

Every Monday: 15:00 - 16:00 Between: 16 Sep 2019 - 31 Aug 2020 (term-time only)	<i>Scheduled</i>
Every Friday: 15:00 - 16:00 Between: 16 Sep 2019 - 31 Aug 2020 (term-time only)	<i>Scheduled</i>

Attachments

[Register Ashley for this club](#)

From the slide over menu that will appear, choose the membership period that you like to sign the child up for - this may be a set date range, a term or the whole academic year.

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Register Ashley for Club

Club Overview

Name Netball

Choose Membership

Choose a membership option*

Full: Free

Cancel

Next »

Finally, choose which sessions to sign your child up for and confirm registration.

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Register Ashley for Club

Club Overview

Name Netball

Selected membership option Full: Free

Select Membership Periods

Academic year*

Mon, 16 Sep 2019 - Mon, 31 Aug 2020

Cancel

Confirm Registration

If the school has requested that parents must confirm their consent for the child to attend the club, a box will pop up for consent to be confirmed. Simply click yes or no as appropriate.

Confirm Consent for Zoe... ✕

Consent is required for Football Club (2018/2019). Please confirm you give your consent for Zoe Holmes to take part.

You will then be returned to the club's information page, where the new membership(s) will now be displayed.

Ashley Bell's Memberships	
Academic year	Dates: 16 Sep 2019 - 31 Aug 2020 Status: Confirmed
Total Sessions 	100

Paid clubs

To sign your child up for the club simply click on **Register For This Club** in the top right-hand corner of the page.

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Afterschool Paid (2019/2020)

Club Details

Membership Options Day: £5.00 per session

Ashley Bell's Memberships

No memberships

Club Timetable

Weekly Sessions

Every Monday: 16:00 - 17:00 Between: 18 Nov 2019 - 31 Aug 2020 (term-time only)	<i>Scheduled</i>
Every Tuesday: 16:00 - 17:00 Between: 19 Nov 2019 - 31 Aug 2020 (term-time only)	<i>Scheduled</i>
Every Wednesday: 16:00 - 17:00 Between: 18 Nov 2019 - 31 Aug 2020 (term-time only)	<i>Scheduled</i>
Every Thursday: 16:00 - 17:00 Between: 19 Nov 2019 - 31 Aug 2020 (term-time only)	<i>Scheduled</i>
Every Friday: 16:00 - 17:00 Between: 18 Nov 2019 - 31 Aug 2020 (term-time only)	<i>Scheduled</i>

Attachments

[Register Ashley for this club](#)

From the slide over menu that will appear, choose the membership period that you like to sign the child up for - this may be a set date range, a term or the whole academic year.

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Register Ashley for Club

Club Overview

Name	Afterschool Paid
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Choose Membership

Choose a membership option*

Day: £5.00 per session

[Cancel](#) [Next »](#)

Next, choose which sessions to sign your child up for.

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Register Ashley for Club

Club Overview

Name Afterschool Paid

Selected membership option Day: £5.00 per session

Select Membership Periods

Day*

Thu, 21 Nov 2019 ✕

Mon, 25 Nov 2019 ✕

Tue, 26 Nov 2019 ✕



Cancel

Next »

Finally, confirm your choices and click to pay.

If you click **Cancel** here, the child will be [signed up provisionally](#), but you will need to pay to have them registered

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Register Alexa for Club

Club Overview

Name	Breakfast Club
Description	Breakfast Club
Selected membership option	Daily : £2.00 per session
Number of sessions	2

Review Membership Dates

Please review the memberships below. If there are any memberships you do not want, please tick them and use the Delete Memberships button below to delete them.

Select membership period(s) you wish to remove

06 Nov 2019 (£2.00)

14 Nov 2019 (£2.00)

[Delete selected membership dates](#)

Make Payment

Payment amount	£4.00
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[Cancel](#) [Add to basket](#) [Pay now](#)

for the club.

Make Payment



Card number	<input type="text" value="1234 1234 1234 1234"/>
Expiration date	<input type="text" value="MM / YY"/>
Name on card	<input type="text"/>
Security code (CVV/CVC)	<input type="text" value="CVC"/>

[Cancel](#)

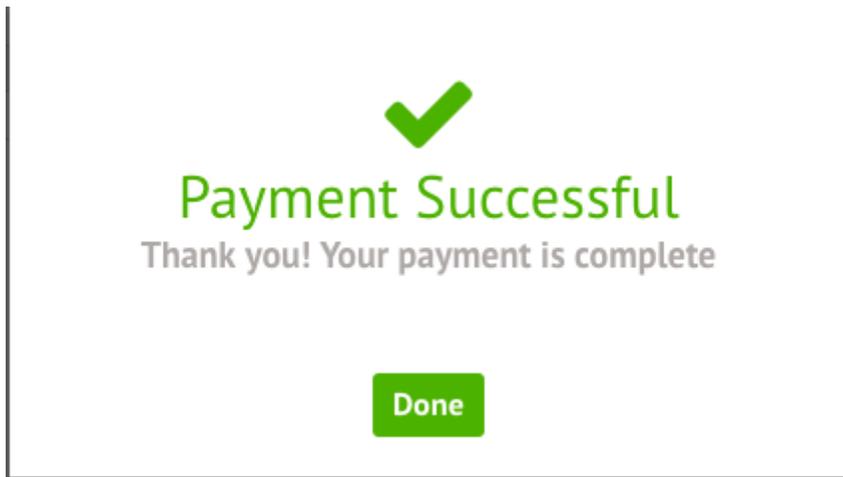
[Pay £15.00](#)

You may have to then authenticate your identity for the payment to go through. This is a requirement of the recently introduced [Strong Customer Authentication \(SCA\) regulations](#).

If authentication is needed for the payment, you will be prompted to authenticate the payment using the method of authentication your bank supports. This could be:

- an SMS code,
- your mobile banking app
- another method

Once we've been able to confirm your identity, the payment will be completed and your card will be charged. You'll see confirmation that the transaction has been successful.



If the school has requested that parents must confirm their consent for the child to attend the club, a box will pop up for consent to be confirmed. Simply click yes or no as appropriate.

Confirm Consent for Zoe... ✕

Consent is required for Football Club (2018/2019). Please confirm you give your consent for Zoe Holmes to take part.

You will then be returned to the club's information page, where the new membership(s) will now be displayed.

Ashley Bell's Memberships	
Day	Dates: 21 Nov 2019 25 Nov 2019 26 Nov 2019
	Membership Fee: £15.00
	Status: Paid
Total Sessions 🔍 3	