**Springfield Primary Academy**

Springwood Crescent, Grimsby, N E Lincolnshire, DN33 3HG

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**Website**: www.springfieldprimaryacademy.net

**Principal**: Mr A Willett

**Care, Collaboration, Challenge**

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**Booking Breakfast/After school club (mobile)**

* Select Breakfast/After school care from left menu or press the 3 lines at top of page
* Choose either Breakfast or After school care
* Enter amount of money you would like to add to your account for each.
	+ £4.25 per Breakfast club session
	+ £5.00 per After school care until 4.30pm session
	+ £7.00 per After school care until 5.30pm session
* Click pay and complete checkout
* You can now go back into Breakfast/After school care and book your required sessions by clicking on the required days.
* *Please note After school club will default to 5.30pm sessions, if you require 4.30pm sessions, select 4.30pm tab, above the calendar (so it turns blue).*
* Click to confirm

*Funds must be there before you can confirm your sessions. You must book your required sessions.*

**Booking Breakfast/After school club (computer)**

* On your dashboard, click on “Outstanding Payments~ – More button
* Enter amount of money you would like to add to your account for Breakfast / After school care.
	+ £4.25 per Breakfast club session
	+ £5.00 per After school care until 4.30pm session
	+ £7.00 per After school care until 5.30pm session
* Click pay and complete checkout
* Select Breakfast / After school care from the left side menu.
* Select your required sessions.
* *Please note After school club will default to 5.30pm sessions, if you require 4.30pm sessions, select 4.30pm tab, above the calendar (so it turns blue).*
* Click to confirm

*Funds must be there before you can confirm your sessions. You must book your required sessions.*