

Parental Guide – How to book slots for clubs through School Cloud

- 1) Please click on this link - [SchoolCloud - The Roche School](#), this will take you to The Roche School - School Cloud system.

Please fill out your **Title**, **First Name** and **Surname** details on the page – initials are accepted. Your **child's name** and **D.O.B** must match to in order allow you to access the system.

The Roche School

Parents Booking System

Welcome to the The Roche School parents booking system.
Appointments can be amended via a link from the email confirmation - please ensure your email address is correct.

Your Details

Title First Name Surname

Email Confirm Email

Student's Details

First Name Surname Date of Birth

Log In

- 2) Select the club your child wishes to go to. For example, **Sports/ Activity Club – Years 1 & 2 Only** then click **Continue**

schoolcloud The Roche School

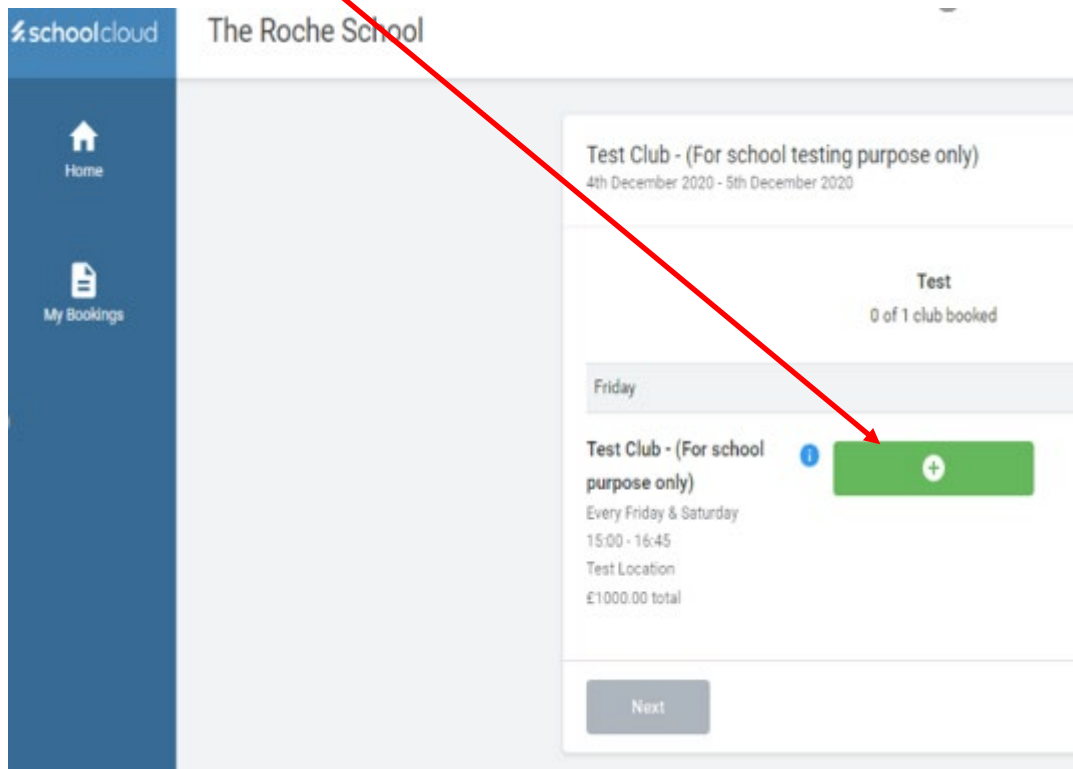
Sports/Activity Club - Years 1 & 2 only

****For Years 1 & 2 Only****
This club will run from Monday 14th - Friday 18th December.
The children will need to bring a packed lunch and snacks with them.
This club will happen at the main school. Drop off and pick up from the main gate.

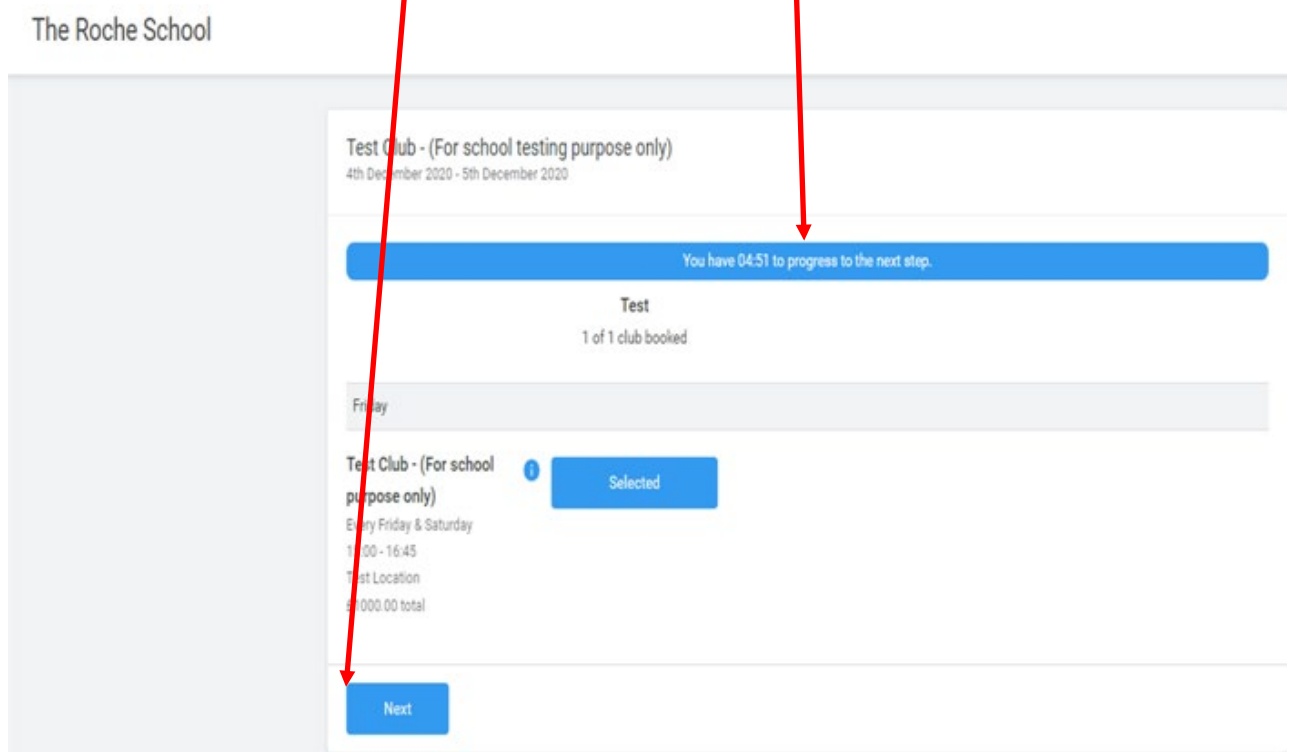
Continue
Open for bookings

Sign Out

- 3) Each club will display information regarding which teacher will be taking the club, location and the price for the club. If you are happy to go ahead with the booking, then simply click on the green plus button.



- 4) School Cloud system will give you up to certain amount of time to complete the booking process by clicking on the **Next** button.



- 5) You will then see a summary page for the club you have chosen, if you are happy to go ahead please click on the **Confirm** button to finalise a place for your child.

Test Club - (For school testing purpose only)
4th December 2020 - 5th December 2020

You have 09:42 to confirm your booking.

| Test | | Summary | |
|---------------------------------------|-----------|---------|----------|
| Test Club - (For school purpose only) | £1000.00 | Test | £1000.00 |
| 2 sessions | due later | 1 club | |
| Please pay by cash | | Total: | £1000.00 |

[Confirm](#) [Previous](#)

- 6) You will then be taken to a page to say **“Your booking is confirmed”**. You can click on **“Go to My Bookings”** button and you will see your confirmation.

Test Club - (For school testing purpose only)
4th December 2020 - 5th December 2020

Your bookings are confirmed




| Test | | Summary | |
|---------------------------------------|-----------|---------|----------|
| Test Club - (For school purpose only) | £1000.00 | Test | £1000.00 |
| 2 sessions | due later | 1 club | |
| Please pay by cash | | Total: | £1000.00 |

[Go to My Bookings](#) [Book a Different Event](#)

7) This is what your booking confirmation will look like.

Test Club - (For school testing purpose only)
1 place booked

Friday, 4th December - Saturday, 5th December

 Print  Amend Bookings  Subscribe to Calendar

Please meet Test Teacher at the main school

| Club | Date & Time | Student | Session |
|---------------------------------------|--|------------|-------------------------|
| Test Club - (For school purpose only) | Every Friday & Saturday 15:00 - 16:45 | Test Pupil | 4th Dec (2 Sessions) |