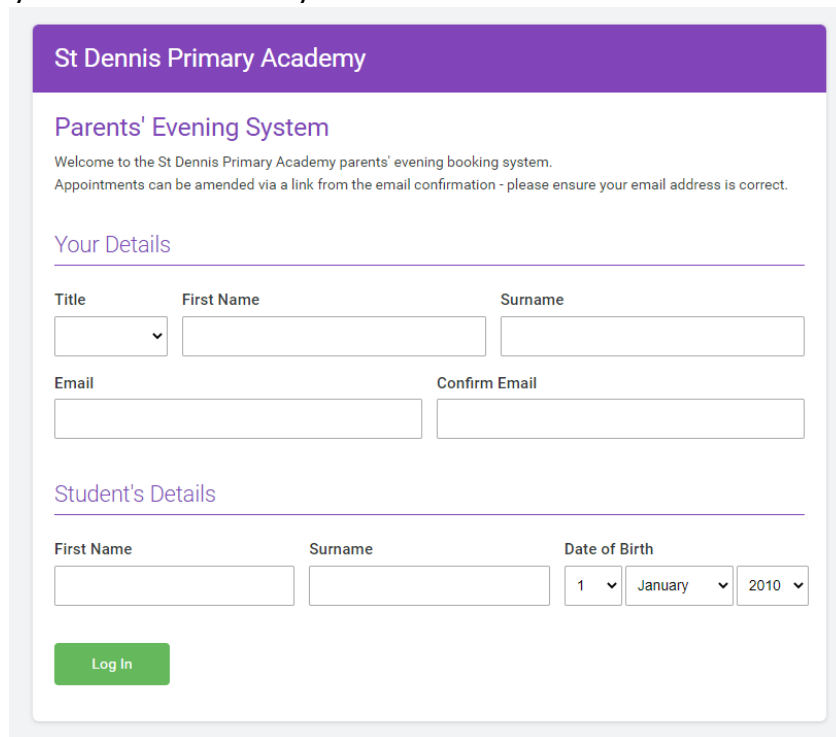


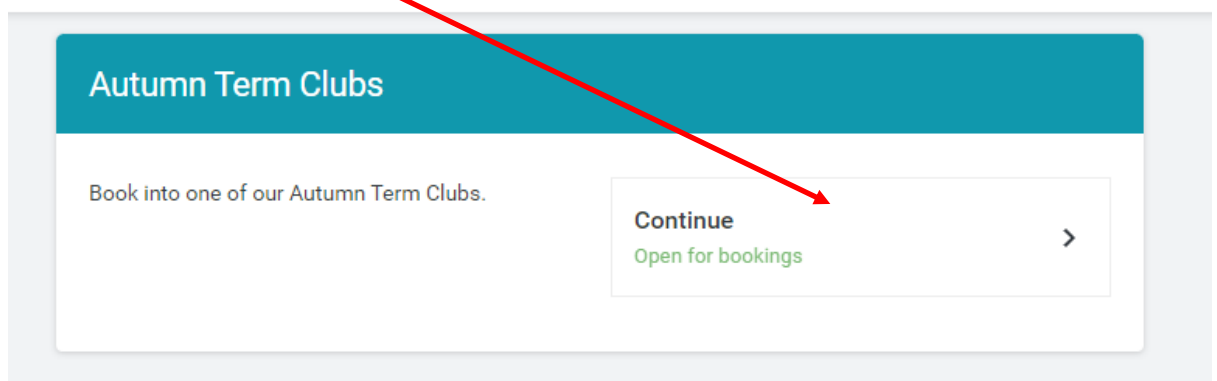
Parental Guide – How to book slots for clubs through School Cloud

- 1) Please click on this link <https://stdennis.schoolcloud.co.uk> this will take you to the St Dennis Primary Academy - School Cloud system.
- 2) 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 in order allow you to access the system.



The screenshot shows the login page for the St Dennis Primary Academy Parents' Evening System. The page has a purple header with the school name. Below the header, there is a section titled "Parents' Evening System" with a welcome message and a note about amending appointments. The "Your Details" section contains input fields for Title (a dropdown menu), First Name, and Surname. Below these are fields for Email and Confirm Email. The "Student's Details" section has input fields for First Name and Surname, and a Date of Birth section with three dropdown menus for day, month, and year. A green "Log In" button is located at the bottom left of the form.

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




The screenshot shows the "Autumn Term Clubs" booking page. It features a teal header with the title "Autumn Term Clubs". Below the header, there is a text prompt: "Book into one of our Autumn Term Clubs." To the right of this text is a button with the text "Continue" in bold, "Open for bookings" in green, and a right-pointing chevron symbol. A red arrow points from the "Continue" button in this screenshot to the "Continue" button in the previous screenshot.


- 4) Each club will display information regarding the location and the time. If you are happy to go ahead with the booking, then simply click on the green plus button for each club you require. Please note your child may not be eligible for all clubs.

Joshua
0 of 10 clubs booked

Monday

Kidzbop Club ⓘ 

Every Monday
15:30 - 16:15
Except: 25th Oct
Hall/Year 4 classroom

Mindfulness Colouring Club ⓘ 

Every Monday
15:30 - 16:15
Except: 25th Oct
Year 1 Classroom

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

Autumn Term Clubs
27th September 2021 - 10th December 2021


You have 04:52 to progress to the next step.

- 6) 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.

Autumn Term Clubs
27th September 2021 - 10th December 2021

You have 09:55 to confirm your booking.

<p><u>Joshua</u></p> <hr/> <p>Kidzbop Club 10 sessions</p>	<p><u>Summary</u></p> <hr/> <p>Joshua 1 club</p>
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 [Previous](#)

- 7) 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.

Autumn Term Clubs
27th September 2021 - 10th December 2021

Your bookings are confirmed

<p>Joshua</p> <hr/> <p>Kidzbop Club 10 sessions</p>	<p>Summary</p> <hr/> <p>Joshua 1 club</p>
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Go to My Bookings [Book a Different Event](#)

- 8) 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.

Autumn Term Clubs
1 place booked
Monday, 27th September - Friday, 10th December

Print
 Amend Bookings
 Subscribe to Calendar

Book into one of our Autumn Term Clubs.

Club	Date & Time	Student	Session
Kidzbop Club	Every Monday 15:30 - 16:15	Joshua	27th Sep - 10th Dec Except: 25th Oct (10 Sessions)

We are hopeful that everyone will get to attend a club of their choice, but some of the clubs do have limited availability. If you are unsuccessful, please email the school office on office@stdennis.academy and you will be added to a waiting list.