

How to Sign Your Child Up to ASPIRE: After Hours (Paid After School Club)

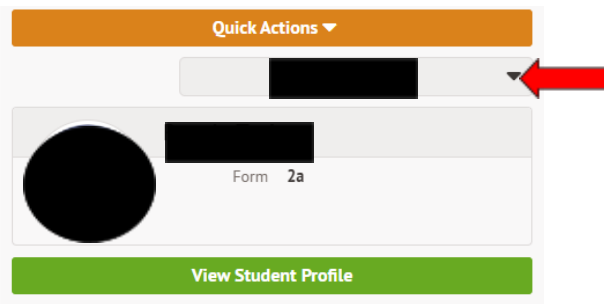
Follow these steps to sign up to an after school club on your Arbor account:

Signing Up via Parent Portal (Web Browser)

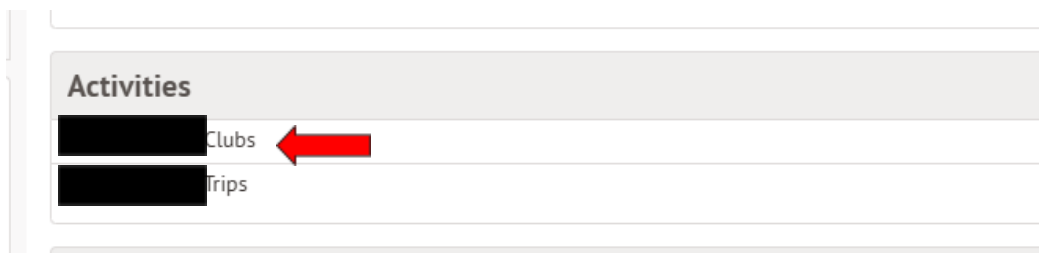
Step 1: Log into Your Parent Portal

1. Open your web browser and search "Arbor Parent Portal".
2. Enter your login credentials (username and password).
3. Click **Login** to access your account.

Tip! If you have more than one child at Goldsmith Primary, navigate between the student profiles by clicking on the drop down menu.



Step 2: Navigate to the "**Activities**" section on your child's portal, then click on "**Clubs**". Alternatively select "**Quick Actions**" and then choose "**Clubs**"



1. The "**All Clubs**" page will list any clubs your child is currently a member of and any clubs that are currently open for them to join. At the bottom of the page, you'll also see any past clubs from previous years that your child was registered to.

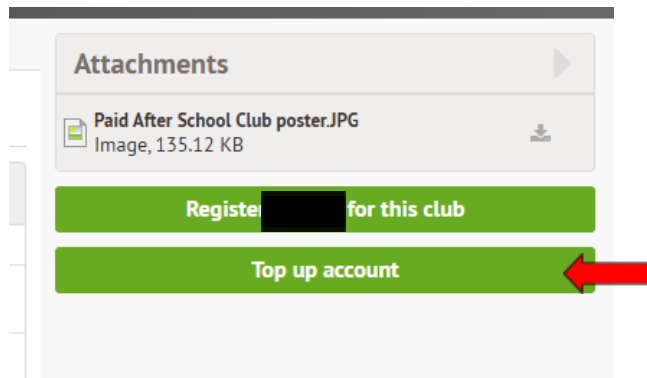
School Clubs	
[Redacted] is Registered For These Clubs (2024/2025)	
24/25 AUTUMN Wednesday Football 1/2 (2024/2025)	<p>Club description: Collection: All children must be collected from the main office (Goldsmith Road) by an appropriate adult at 4:20pm prompt. Kit: Children need to bring their PE kit to school with them on a Wednesday to get changed into after school, ready for club. The places will be given fairly on a first come, first served basis as there is only space for 20 children. Please note - if your child is given a place and then does not attend the club for a period of 2 sessions without reason, their place will be given to someone on the waiting list.</p> <p>Club membership dates: 11 Sep 2024 - 11 Dec 2024</p>
[Redacted] can be Registered For These Clubs (2024/2025)	
24/25 SPRING Monday Dance 1/2 (2024/2025)	<p>Club description: Collection: All children must be collected from the main office (Goldsmith Road) by an appropriate adult at 4:20pm prompt. Kit: Children need to bring their PE kit to school with them on a Monday to get changed into after school, ready for club. The places will be given fairly on a first come, first served basis as there is only space for 20 children. Please note - if your child is given a place and then does not attend the club for a period of 2 sessions without reason, their place will be given to someone on the waiting list.</p> <p>Timetable: Mondays: 15:20 - 16:20 (13 Jan 2025 - 31 Mar 2025, term-time only)</p>
24/25 SPRING Monday Sport 1/2 (2024/2025)	<p>Club description: Collection: All children must be collected from the main office (Goldsmith Road) by an appropriate adult at 4:20pm prompt. Kit: Children need to bring their PE kit to school with them on a Monday to get changed into after school, ready for club. The places will be given fairly on a first come, first served basis as there is only space for 16 children. Please note - if your child is given a place and then does not attend the club for a period of 2 sessions without reason, their place will be given to someone on the waiting list.</p> <p>Timetable: Mondays: 15:20 - 16:20 (13 Jan 2025 - 31 Mar 2025, term-time only)</p>

2. Locate ASPIRE: After Hours within this list.

<p>Aspire: After Hours (paid club) (2024/2025)</p>	<p>Club description: Paid After School Club 9th Sept - 17th July: 3.20pm to 4.20pm £4.00 3.20pm - 5.00pm £7.50 4.20pm - 5.00pm £3.50 To ensure the correct staffing, bookings for this club stop 48 hours before the date. Timetable: Mondays: 15:20 - 17:00 (09 Sep 2024 - 31 Aug 2025, term-time only) Tuesdays: 15:20 - 17:00 (09 Sep 2024 - 31 Aug 2025, term-time only) Wednesdays: 15:20 - 17:00 (09 Sep 2024 - 31 Aug 2025, term-time only) Thursdays: 15:20 - 17:30 (01 Sep 2024 - 06 Sep 2024, term-time only) Thursdays: 15:20 - 17:00 (09 Sep 2024 - 31 Aug 2025, term-time only) Fridays: 15:20 - 16:20 (02 Sep 2024 - 31 Aug 2025, term-time only)</p>
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3. Click on a club to open up that club's information page.

**4. You must top up your account before you can choose a session date and time.
Please note the minimum payable amount is £2.00.**



Top-Up Details

Customer account [redacted] (Paid After School Club)

Bill payer* [redacted]

Payment amount* £ [input field]

Narrative [input field]

5. Click **"Register for this club"**.

6. Select your membership period (ie. Day).

Choose Membership

Choose membership option* Day [dropdown arrow]



7. On the next page, select which dates you require. Then select which session interval you would like to book onto.

Tip! We offer 3 session options:

- 3:20pm - 4:20pm
- 3:20pm - 5:00pm
- 4:20pm - 5:00pm (Perfect for those who have children attending our free after school clubs but need additional childcare!)

Arbor

« Back Register [redacted] for Club

Club Overview

Name	Aspire: After Hours (paid club)
Description	Paid After School Club 9th Sept - 17th July: 3.20pm to 4.20pm £4.00 3.20pm - 5.00pm £7.50 4.20pm - 5.00pm £3.50 To ensure the correct staffing, bookings for this club stop 48 hours before the date.
Selected membership option	Day (Sign-up cut-off: 48 hours before session starts)
Club price per session	Monday: £7.50 for 15:20-17:00 session interval Monday: £4.00 for 15:20-16:20 session interval

Select Membership Periods

Day*

Cancel Next »

Arbor

« Back Register [redacted] for Club

Club Overview

Name	Aspire: After Hours (paid club)
Description	Paid After School Club 9th Sept - 17th July: 3.20pm to 4.20pm £4.00 3.20pm - 5.00pm £7.50 4.20pm - 5.00pm £3.50 To ensure the correct staffing, bookings for this club stop 48 hours before the date.
Selected membership periods	06 Mar 2025

Select Session Interval

Thursday*

15:20 - 17:00 ✓

15:20 - 16:20

16:20 - 17:00

« Back Register [redacted] for Club

Club Overview

Name	Aspire: After Hours (paid club)
Description	Paid After School Club 9th Sept - 17th July: 3.20pm to 4.20pm £4.00 3.20pm - 5.00pm £7.50 4.20pm - 5.00pm £3.50 To ensure the correct staffing, bookings for this club stop 48 hours before the date.
Selected membership periods	07 Mar 2025, 10 Mar 2025

Select Session Interval

Monday*

Friday*

Cancel Next »

7. Then select “**Next**” and then “**Register for this club**”.

All information regarding invoices and payments towards our paid after school can be located in your Paid After School Club Account on your portal homepage.

Accounts	
██████████	: Meals
██████████	: Paid After School Club 
██████████	: Goldilocks/Nursery Paid Place
██████████	: Late Collection Fees

Further information and help can be located on the Arbor website [here](#).

Reminder: Bookings for our paid after-school club close 48 hours in advance.

If you experience any issues signing your child up for a club on Arbor, please contact the main office at 01922 710182.