

After-School Activities 2017/18

Term 1



Enrolment starts **20 September 8pm** and closes **22 September 8pm**

- Term 1 (12 classes) starts on **Wednesday 27 September 2017**. Please submit your online booking no later than **22 September 2017** to join an activity. ALL enrolments must be done through the **new online booking system** and places are allocated on a first-come-first-served basis.
Step-by-step instructions for the online booking process can be found overleaf.
- After-school activities are run by volunteer coordinators, and overseen by the Parent Teacher Association (PTA). There are various activities for children from 1st to 6th class.
- **NEW** – The PTA will collect a payment towards the running costs of the after-school activities directly via an **online credit/debit card payment** in the form of a registration fee. The remaining amount must be paid directly to the teachers of the activities. **You must be able to pay by card to make a booking!**
- **NEW** – Yoga is now available for 2nd – 6th class children only. Yoga has moved from Friday to Monday. Drama has moved from Wednesday to Friday. Knitting is available as a new after-school activity.
- **NEW** – Enrolment for the homework club run by some teachers will happen together with enrolment for after-school activities. The homework club is available for children from 2nd – 6th class on Mondays, Tuesdays and Thursdays. A minimum of 10 students per day are required for the homework club to go ahead.
- **Full payment is due on the day of the first class**, otherwise your child may lose the place if the activity is oversubscribed and the place will go to the next child on the waiting list. (If payment is an issue, please contact the school Principal in confidence).
- Activities can only go ahead if we have a minimum of 10 students (per activity) enrolled. Details on each activity can be found on <https://bookwhen.com/northbaypta>.
- For any general queries, please contact Julia on 086 3393525 or northbaypta@gmail.com.

Scan the QR code with your smartphone or enter bookwhen.com/northbaypta in your Web browser to go to the booking page!
Contact Julia for help: 0863393525



ACTIVITY	DAY	COORDINATOR	COST
ART 4 th – 6 th class	Monday 2.30 – 3.30PM	Carol 0874172012	€ 80 (for 12 classes) € 10 registration fee + € 70 cash to teacher
BASKETBALL BOYS 3 rd – 6 th class	Monday 2.30 – 3.30PM	Tim 0861544255	€ 50 (for 12 classes) € 10 registration fee + € 40 cash to teacher
YOGA 2 nd – 6 th class	Monday 2.30 – 3.30PM	Sharon 0868469756	€ 70 (for 12 classes) € 10 registration fee + € 60 cash to teacher
ART 1 st – 3 rd class	Tuesday 2.30 – 3.30PM	Carol 0874172012	€ 80 (for 12 classes) € 10 registration fee + € 70 cash to teacher
GITAR 1 st – 6 th class	Tuesday 2.30 – 3.30PM	Elaine 0879581929	€ 120 (for 12 classes) 10% sibling discount € 10 registration fee + € 110 cash to teacher
ART 1 st – 6 th class	Wednesday 2.30 – 3.30PM	Carol 0874172012	€ 80 (for 12 classes) € 10 registration fee + € 70 cash to teacher
KNITTING 3 rd – 6 th class	Thursday 2.30 – 3.30PM	Amy 0852745082	€ 70 (for 12 classes) € 10 registration fee + € 60 cash to teacher
CHESS 1 st – 3 rd class	Thursday 2.20 – 3.15PM	Elaine 0877706879	€ 50 (for 12 classes) € 10 registration fee + € 40 cash to teacher
DANCE 1 st – 6 th class	Thursday 2.30 – 3.30PM	Carol 0874172012	€ 100 (for 12 classes) € 10 registration fee + € 90 cash to teacher
CHESS 4 th – 6 th class	Friday 2.20 – 3.15PM	Elaine 0877706879	€ 50 (for 12 classes) € 10 registration fee + € 40 cash to teacher
BASKETBALL GIRLS 3 rd – 6 th class	Friday 2.30 – 3.30PM	Mary 0872316244	€ 50 (for 12 classes) € 10 registration fee + € 40 cash to teacher
DRAMA 1 st – 6 th class	Friday 2.30 – 3.30PM	Deirdre 0872865193	€ 70 (for 12 classes) € 10 registration fee + € 60 cash to teacher

Booking after-school activities – step-by-step instructions

1. Go to bookwhen.com/northbaypta.
2. All available classes are listed on the left-hand side sorted by the start date.
3. When you select an activity, additional details about the activity are displayed on the right-hand side.
4. Click on the **ASA_calendar_term1.pdf** link in the activity description to download the class calendar for term 1.
5. IMPORTANT: You can book activities for all of your children in one go.
6. To add an activity to your booking, click **Select** on the bottom right and indicate the number of bookings you would like to make for this particular activity by clicking the '+' and '-' buttons as appropriate.
7. Click **Select** for all the activities you would like to book.
Please pay attention not to book activities that take place at the same time.
8. Only when you have clicked **Select** for all required activities, click on **Proceed** to go ahead with the booking.
NOTE: The **Proceed** button will only work while enrolment is open.
9. Once you clicked **Proceed**, you will see a list of all selected activities and the total cost of registration fees will be shown at the bottom.
10. Check that everything is correct and that there are no clashes with activities that take part at the same time, then click **Book now**.
11. Once you have clicked **Book now**, the places will be held for 10 minutes to allow you to complete the form.
12. You are prompted to fill in the parent information once, but please fill in the child's information separately for each selected activity.
13. Once all information has been filled in, click the **Pay by card** button and the system will take you to a Stripe-based card payment form.
14. The booking will only be counted after the online payment has been completed.
The online payment only covers the booking fee used by the PTA to cover running costs and a contribution to the school towards heating, electricity and insurance costs. The remainder of the payment must be made directly to the activity teachers in cash.
15. You will receive a booking confirmation via email. This booking confirmation means that you have been allocated a place in the activity.
16. In case you made a mistake, you can click on the **View booking** button in the email confirmation and under the relevant activity click on **Ticket options**.
17. Click on **Change ticket** to transfer the booking to another activity or select **Cancel ticket** to cancel the booking for the activity.
NOTE: In case of a cancellation the booking fee is non-refundable.
18. If an activity is already fully booked, you will be placed in a waiting list, and should a place become available you will receive an email saying that you will have 12 hours to make a booking before the next person on the waiting list is notified.