

# Magpies Edward Feild News

[www.magpies.info](http://www.magpies.info)

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There's  
a link!

## ONLINE BOOKINGS

We are moving over to an online booking system and it is important to get ready to use it. The first step is to register at the website.

<https://magpies.childcare-online-booking.co.uk>

The Registration Form is similar to the paper copy you filled in before you could start here, and it is **very important** that you get this done correctly to avoid problems when you come to book. A lot of the questions are compulsory and if you don't fill them in you won't be able to book when you want to.



## REGULAR 'CONTRACT' BOOKINGS

Regular bookings are called 'Contract bookings' on the online booking system but the idea is exactly the same; you are **guaranteed** the place, but have to pay for the booked place, **if you use it or not**.

As you are aware, the after school club here is heavily over-subscribed and if you need your place it is vital that you sign up for contract bookings as soon as possible.

A feature of this booking system is that you will **not be able to book a session if we are full**, and because it is an automated system it is completely inflexible.

You will be able to book extra sessions if you need to, but only if a place is available.

An invoice will be generated monthly but you will also be able to make payments online.

## OCCASIONAL BOOKINGS

All other bookings are treated as 'occasional bookings' and you will **only be able to book if we have a place available**. As you are aware we are heavily over-subscribed here and so it is important to book your place as soon as you know you need it.

You will also have to pay at the time of booking, (or within 24 hours if you are paying by childcare vouchers or Tax-Free Childcare).

## IN THE MEANWHILE

While we implement this new system you will still be able to book directly with the setting and all Regular bookings will continue. Please talk to Saima or Marion if you have any questions.

## PLEASE NOTE

It is not in the best interest of the children attending to exceed the capacity of the setting or break our child/staff ratios, so if we don't have the space for the session you want you will not be able to book. Here we regularly have more requests for places than we have space available, so please book early. We are moving over to this online booking system so please make sure you are ready!