



How to Book Early Years Wraparound Care



Breakfast Bunnies & Night Owls



Booking on the Scopay app

YOU MUST TOP-UP YOUR ACCOUNT BEFORE BOOKING SESSIONS

1. Open the Scopay app and log in
2. Under the **BALANCES** tab, there will be **BREAKFAST BUNNIES** and **NIGHT OWLS**
3. Select **BOOK SESSIONS** - this will take you to a calendar view
4. Select the day you would like book
5. Select **Attending** and press **CONFIRM CHOICE**
6. Your booking will now show in the calendar view
7. If you wish to remove a booking, repeat the above steps and select **No choice for this day**

Booking on the Scopay website

YOU MUST TOP-UP YOUR ACCOUNT BEFORE BOOKING SESSIONS

1. Go to www.scopay.com and log in
2. Under the **VIEW PRODUCTS** tab, there will be **Breakfast Bunnies** and **Night Owls**
3. Select **ORDER SESSIONS** – this will take you to a calendar view
4. Select the day you would like book
5. Select **Attending** and click **OK**
6. Your booking will now show in the calendar view
7. If you wish to remove a booking, repeat the above steps and select **No choice for this day**

Childcare Vouchers

Childcare vouchers can be used to pay for Wraparound Care.

We are registered with the following childcare voucher providers and are happy to register with others as needed: *Tax-free Childcare (HMRC), Bravo Benefits, Care-4, Computershare, Edenred, Fair Care, Fideliti, KiddiVouchers, PES, Sodexo*

Please include the name of your child & what you are paying for in your Childcare Voucher payment reference. Without this, we may not be able to update your child's Scopay account.

If you have any queries, please email finance@stmichaelsn6.com