## <u>SchoolBase – Parent Portal</u>

## Logging in to St Augustine's Parent Portal

Website address: https://schoolbase.online/Logon?DName=StAugustines

Login Details: Domain: StAugustines Username: Parent email (previously submitted to Admissions) Password: First time users – click on **Forgot Login Details** link and follow prompt which will send your password details by email

If you have any issues please contact IT@sapriory.com



## Making Co-curricular Bookings

Once logged on you will see an option on the left named "Booking Activities"

Following this link you will be taken to a screen showing all the Co-curricular clubs currently available to your children.



From the "Actions" column you will be able to select "Join" if the club currently has places available alternatively if no places are currently available you will be given the option to "Join waiting list".



Print a summary of your child's activities

Activity Day Start End Netball Skills Monday 07.4508.30 Hockey Tuesday 15.4517.00 Junior Hockey Thursday 12.4513.15

 Activity
 Day
 Start End
 Teacher
 Price Capacity Spaces Left Children Walting
 Actions

 Senior Hockey Wednesday 15:45 17:00 Hales, Louise Free
 1
 0
 Jum waiting list

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