Cancelling Homework and Tea Club through the SchoolsBuddy app

1.	From the Home screen, click on the Bookings button at the bottom right hand of the page – circled in red.	08:3 ∢ Sear	37 √ ^{rch}	내우 💻	
		-13	A		
			Avai		
				No signups available	
		🖾 ເ	Upco	oming Events View all ^	
		Ap 2!	pr 5	Culmington Manor residential	
		08 : 17:	: 30 :00	School Trip Test, Student1	
		Ap 2!	pr 5	After School Club Year 1 Sports Club	
		15: 16:	: 30 :30	Test, Student3	
		Ar 25 16:4 17:4 Hor	pr 5 :00 :00	After School Club Year 3 and 4 Hurlingham Enquirers Club After School Club Test, Student2	
2.	Tea Club should be the first in the list of the Available Signups that appear.	08 ∢ Se	8:37 earch	✓	
	You can either use the Select button - circled in red - to go into Tea Club booking, or you can	Sig	Signups All 🗢		
	scioli down to find homework club.	Available to book Sign up closes Wed 06 Jul 22 Summer term 2022 - Tea Club Hurlingham School's Tea Club provides after-school care for parents until 5:30pm Monday to Thursday, throughout the term.		le to book closes Wed 06 Jul 22	
			TS	Student1, Test 1	
			TS	Student2, Test 0	
			TS TS	Student3, Test 0 Student4, Test 0	
				Select	
		Avai Sign Sur Wel	wailab ign up Gumn Velcon Iub op	le to book closes Mon 21 Mar 22 ner term 2022 - After School Clubs ne to our Summer Term 2022 after school holiday tions and booking process.	
		1 Ha	TS :	Student1, Test 7 Student2, Test 6 Links Calendar Messages Bookings	

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3.	Find the date that you want to cancel, either by using the filter buttons (as explained in the booking guidance) or by simply scrolling down the list of all future dates.	16:14 I ← Available Signups ⊟ 15 Jun 2022 Wed
	Under each booked event, you will find a red dustbin icon, as circled in red.	160001 Homework club Free Image: Second seco
4.	If you click on the dustbin icon, you will be presented with a pop-up asking whether you wish to cancel or keep the booking. To confirm the cancellation, click on the amber button. If you are cancelling a Tea Club booking, you will automatically receive a credit into your SchoolsBuddy wallet for the value of the booking.	16:15 4 A callable Signups Cancel booking Key booking Cancel booking Ca