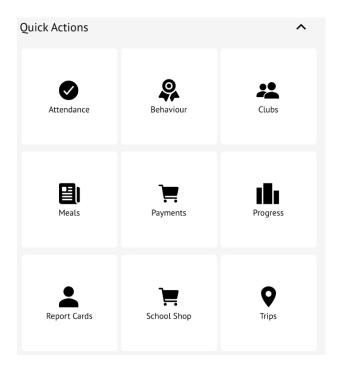
## Signing my child up for a Trip on the Arbor App

Registering your child for a trip using the Arbor App is a simple process.

If you are unable to sign up, please contact the school office at office@marchwoodjun.co.uk

## Please note that once you have signed up, you will need to contact the school office if you would like to cancel participation or would like a refund (if applicable).

To sign up for a trip, click the menu icon at the bottom left of your screen. Select Trips



You will then be able to see all of your child's upcoming trips, and trips they are eligible for.



Select the trip to reach the **Trip Overview**. Click the green button to sign up for the trip and pay if required.

Sign Up / Add Payment
Museum Trip
Trip Overview
Location Leeds Museum

On the next page, if no payment is required, you can simply sign up.

Trip Details		
Name		
Museum Trip		
Location		
Museum		
Trip dates		
26 Aug 2019, 10:00	0 - 16:00	
Price		
Free		
Add Consent		

If no payment is required but you are allowed to give a contribution, you can select this option.

Payment Amount	
Payment amount	
£ 2	
Sign Up For Trip	(No Payment)

If it is a trip you have to pay for, you can input your card details to pay.

💵 vodafone UK 🗢 15:10 🖲 🖲 37% 💽
×
<b>Trip dates</b> 30 Aug 2019, 11:35 - 31 Aug 2019, 11:35
<b>Price</b> £105.36
<b>Minimum Instalment</b> £50.50
Payment Amount
Payment amount
£ 50.5
Cancel
Рау

If you have more left to pay, click the outstanding balance on your homepage, then click on the trip.

Payments
Total outstanding - all students
-£698.71
Click to review accounts for all students and add a payment

You can then add further payment.

