## **Booking your sessions**

You can search for sessions by date or use our advanced search options to find your preferred sessions easily. All of our programmes are listed under 'Holiday' activity types

All bookings must be made under the child's name

#### **LOGGING IN**

**New Users** - If you have never booked with us before you will need to register your child's details before booking. To get started follow the link below, choose your preferred site and select our 'Pay as you go' option.

### **REGISTER TO BOOK**

If you're already registered with us but have never set up an online bookings account our system will automatically send you an online registration e-mail when you enter your personal details.

Otherwise, register all of your childs details and then select 'Book Now' once complete.

**Returning Users** – If the child you are booking for is linked to you on our system you can simply select their name from your own online booking account. Alternatively you will be able to activate their account by selecting the forgotten password link. If you are registering more than 1 child under the same e-mail address, please choose a unique password for each family member.

# LOGIN/RESET PASSWORD

**Troubleshooting -** If you have booked your child in with us in the past but have never registered your e-mail address you might need to provide this before you can book online. If you are having trouble receiving a password reset, please e-mail <a href="mailto:activenl@northlan.gov.uk">activenl@northlan.gov.uk</a> with the child's name, postcode and DOB including the e-mail address you'd like to add.

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If you have any difficulty booking in you can also contact your local site or call our membership office on 01236 341969