

Butterflies Nursery Sessions Bookings

User Guide

All sessions must be pre-booked and paid for in advance.

The screenshot shows the booking interface for Wincham Community Primary School. At the top, there is a banner image of three children leaning on a wooden fence. On the left is the school's logo, a circular emblem with a blue background, a white border, and a green field with a red building and a tree. The text inside the logo reads 'Wincham Community Primary School & Nursery' and 'Founded in 1896'. To the right of the logo, the page title is 'Wincham Community Primary School / Butterflies Nursery Sessions / Butterflies Nursery - Autumn 2'. There are icons for a user profile and a shopping cart. A pink notification bar states: 'You need to be logged in to book on our programmes. Please [login](#) or [register an account](#) to continue.'

Butterflies Nursery - Autumn 2

Venue: Wincham Community Primary School

Week Commencing 3rd November 2025

Total: £0.00

0 selected

Apply discounts at the checkout

Confirm Booking

Monday 3rd November

Full Day 08:45 - 14:45 £28.41	Morning 08:45 - 11:45 £14.30	Afternoon 11:45 - 14:45 £14.30
PM Wrap Around 14:45 - 15:15 £2.60		

You must be logged in to place a booking.

Tuesday 4th November


Full Day 08:45 - 14:45 £28.41	Morning 08:45 - 11:45 £14.30	Afternoon 11:45 - 14:45 £14.30
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Navigate to the booking site at wincham.hivelink.co.uk on your phone, tablet, computer or any internet enabled device. Follow the links to find the item you wish to book for.

Here you can view available dates, session times and prices. To make your selection you must first **log in** or **create your account**. This is a quick process and ensures that our team have all the information we need to ensure your children are safe and their needs are met whilst in our care.

All information is saved to your account for future bookings and is always available to the team working with your children.

Parent / Carer Details.



Wincham Community Primary School / Register

Parent Details

First Name *

Last Name *

Email *

Phone *

Please confirm you have read and understand the [Terms & Conditions of booking.](#) *

You can read the terms and conditions here

Safety PIN *

Please enter a 6 digit numerical PIN. We'll use this in case you need someone else to collect your child from us. We will not be able to release your child to anyone other than yourself if they can not quote the children's PIN - For this reason your child PIN should be secure and not an obvious date or sequence of numbers.

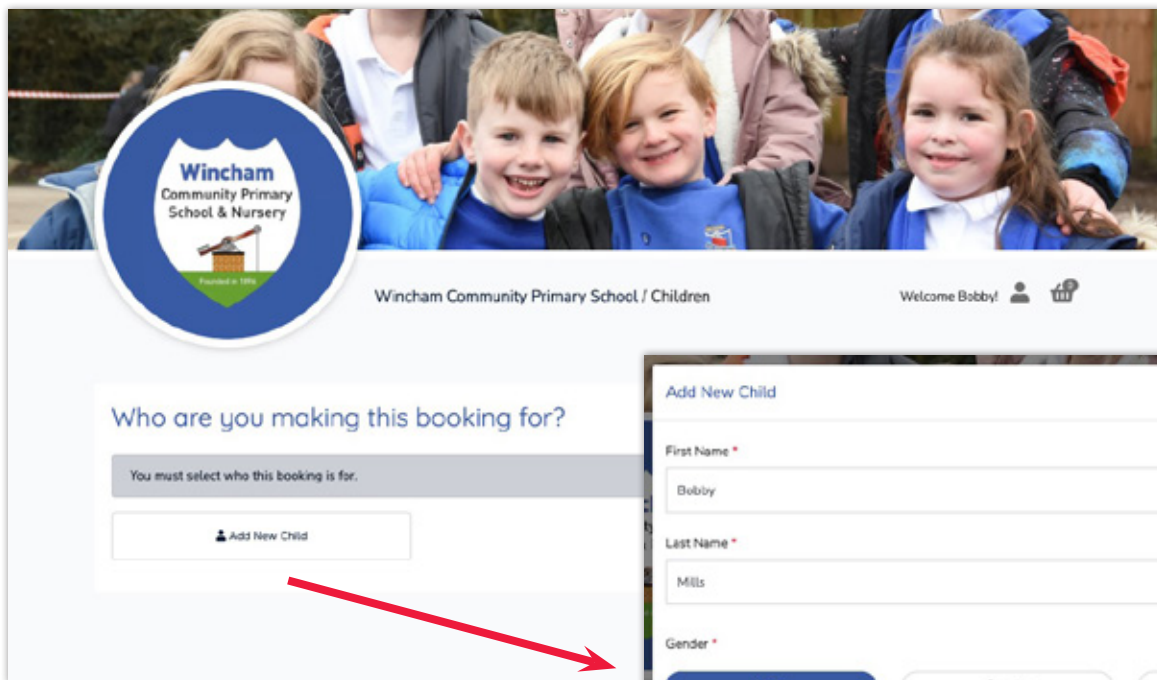
Who can collect your Children? *

Please provide the name, contact details and relationship to your child of up to 3 adults who will usually collect your child from the wraparound care.

Password *

All fields are required, please double check the accuracy of your contact details. Click **Register** once complete.

Child Details.



Select **Add New Child** to launch the child registration form.

All fields are required. Please provide as much information as necessary where applicable (dietary, allergies or safeguarding etc)

Click **Save** once complete and repeat for siblings as required. Then choose **Return to booking**

Add New Child

First Name *
Bobby

Last Name *
Mills

Gender *
 Male Female Prefer not to say

Date of Birth *
06-01-2020

Current School Year Group *
As of September 2025
Grasshoppers

Is there any medical information we should be aware of? *
 Yes No

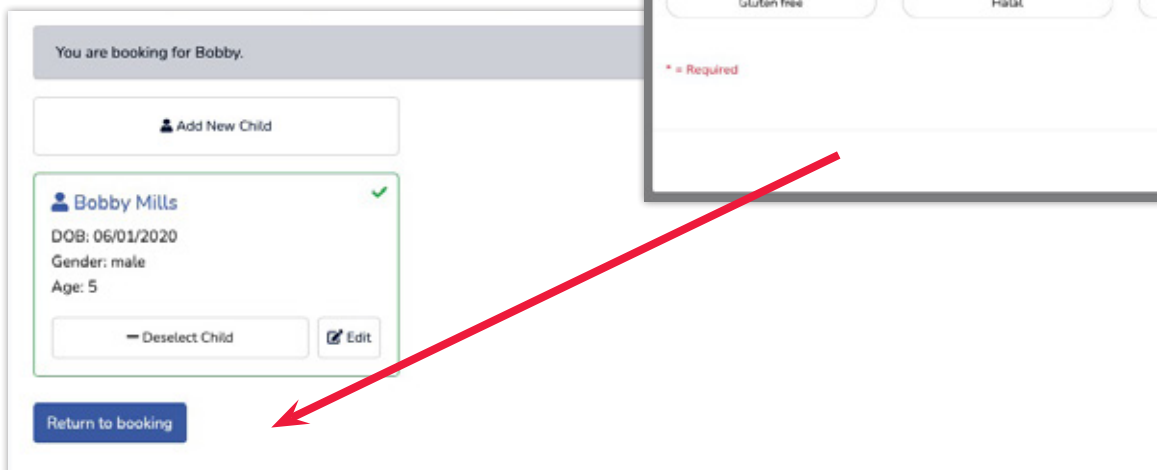
Allergies or food intolerances *
 Yes No

Food preferences
 Vegetarian Vegan Kosher
 Gluten free Halal Other

* = Required

Cancel Save

A red arrow points from the 'Save' button to the 'Return to booking' button in the next screenshot.



Build your booking.

The screenshot shows a booking interface for Wincham Community Primary School / Butterflies Nursery Sessions. At the top, there is a header image of three children leaning on a wooden fence. Below the image is the school's logo, which is a blue circle containing a white shield with the text "Wincham Community Primary School & Nursery" and a small illustration of a school building. To the right of the logo, the text reads "Wincham Community Primary School / Butterflies Nursery Sessions / Butterflies Nursery - Autumn 2". Further right, it says "Welcome Bobby!" with a user icon and a shopping cart icon.

Below the header, there is a light blue bar with the text "You are booking for Bobby (Test). [Click here to edit](#)".

The main heading is "Butterflies Nursery - Autumn 2". To the right of this heading, the total price is displayed as "Total: £62.21". Below the total, it says "3 selected" and "Apply discounts at the checkout". A blue button labeled "Confirm Booking" is positioned to the right of the pricing options.



The pricing options are organized by day:

- Monday 3rd November**
 - Full Day 08:45 - 14:45: £28.41
 - Morning 08:45 - 11:45: £14.30
 - Afternoon 11:45 - 14:45: £14.30
 - PM Wrap Around 14:45 - 15:15: £2.60
- Tuesday 4th November**
 - Full Day 08:45 - 14:45: £28.41
 - Morning 08:45 - 11:45: £14.30
 - Afternoon 11:45 - 14:45: £14.30
 - PM Wrap Around 14:45 - 15:15: £2.60
- Wednesday 5th November**
 - Full Day 08:45 - 14:45: £28.41
 - Morning 08:45 - 11:45: £14.30
 - Afternoon 11:45 - 14:45: £14.30



Choose your options for the selected children. Your prices will calculate as you add to your booking - along with any available automatic discounts.

Once you have all the options required click **Confirm Booking**.

Confirm your booking.



Wincham Community Primary School / Confirm Booking

Welcome Bobby!  

Please check through your options below, if you need to make changes, click 'edit options' at the bottom of the booking. Once your booking is complete you will receive a full summary of your choices via email.

Participants

- Bobby (Test) Mills

Week Commencing: 3rd November, 2025

Date	AM W/A	AM	PM	PM W/A	Extra	Price
Monday 3rd November, 2025	-	08:45 - 11:45	11:45 - 14:45	14:45 - 15:15		£16.90
Tuesday 4th November, 2025	-	08:45 - 11:45	11:45 - 14:45	14:45 - 15:15		£31.01
Wednesday 5th November, 2025	-	08:45 - 11:45	11:45 - 14:45	14:45 - 15:15		£14.30
Thursday 6th November, 2025	-	08:45 - 11:45	11:45 - 14:45	14:45 - 15:15		
Friday 7th November, 2025	-	08:45 - 11:45	11:45 - 14:45	14:45 - 15:15		

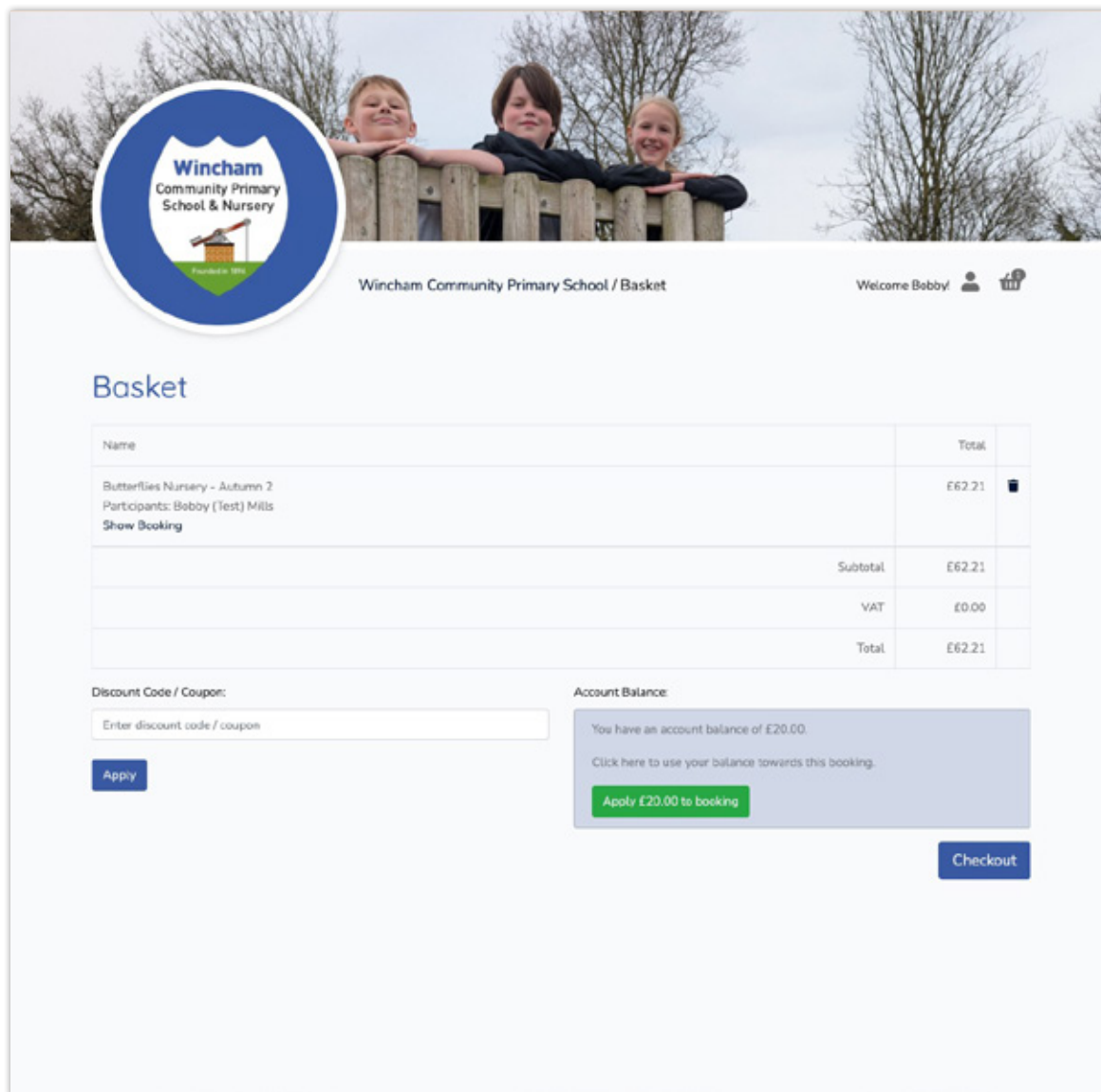
Totals

Subtotal	£62.21
Total	£62.21

[Edit Booking](#) [Add to Basket](#)

Review your options for the selected children. To make changes choose **Edit Booking** to return to the previous screen. If you are happy with your choices choose **Add to Basket**.

Review your basket.



Wincham Community Primary School / Basket

Welcome Bobby!

Basket

Name	Total	
Butterflies Nursery - Autumn 2 Participants: Bobby (Test) Mills Show Booking	£62.21	
	Subtotal	£62.21
	VAT	£0.00
	Total	£62.21

Discount Code / Coupon:

[Apply](#)

Account Balance:

You have an account balance of £20.00.

[Click here to use your balance towards this booking.](#)

[Apply £20.00 to booking](#)

[Checkout](#)

If you are booking other items, or an alternate pattern for another child you can navigate away from this page and make any additions to your basket.

To finalise your booking choose **Checkout**.

Complete your booking.

Wincham Community Primary School / Basket / Checkout

Welcome Bobby!

Please complete your booking as soon as possible, your places are secured for 14:21 minutes.

Subtotal	£62.21
VAT	0.00
Total	£62.21

Billing Details

First Name: Bobby

Last Name: Mills

Address Line 1: Highfield House

Address Line 2: Chester Road

Town / City: Audley

Country: Staffs

Postcode: ST7 8JG

Payment Details

Online Payment

Pay using any UK based credit/debit card.

Secure Payments
Powered by stripe

Secure, fast checkout with Link

Card number
1234 1234 1234 1234

Expiry date
MM / YY

Security code
CVC

Country
United Kingdom

Postal code
WS11 1DB

Back to Basket Complete Booking

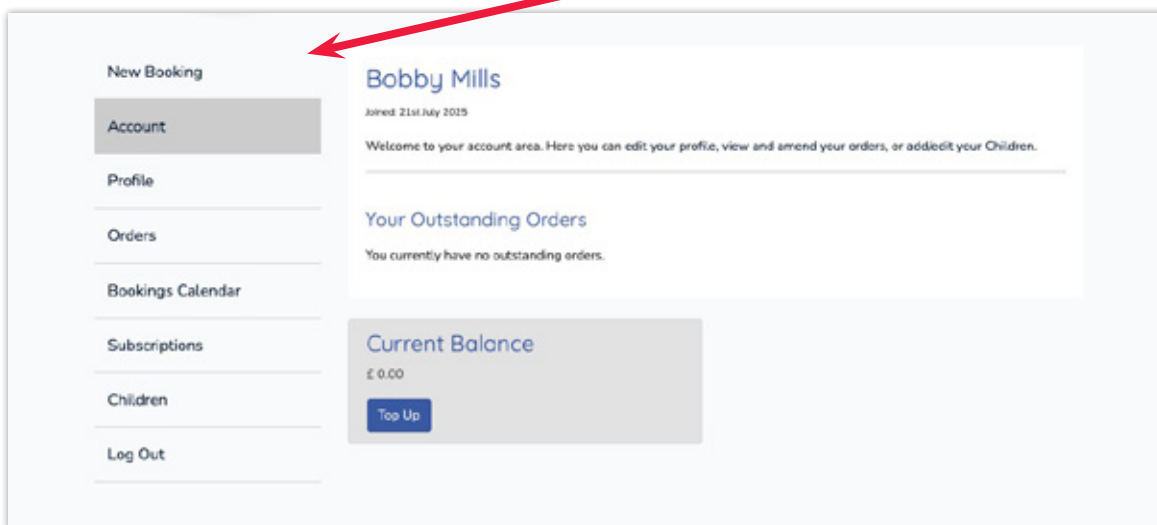
To complete your booking, enter your **Billing Address** on the left (this should match the card you will be using to pay) and your card details on the right.

Your address will be saved to your account. We do not currently store card details.

Double check all details and click **Complete Booking**. You will be redirected to a confirmation page and will receive an email with a summary of your booking.

All done!

Manage your Account.



From any page on the booking site, click the **account icon** to go to your account area.

From here you can update your profile, add or edit children's details and view your past orders. The booking calendar displays all of your bookings in a calendar view.

Making changes to bookings.

To remove sessions from an existing booking, please follow the steps below.

To add sessions to your booking, simply take out a new booking for the additional sessions required.

Date	Order ID	Programmes	Participants	Order Status	Payment Status	Total
21/07/2025	2024	Before & After School - Autumn 1	Bobby Mills	Placed	Paid	£33.25
21/07/2025	2023	Credit		Placed	Unpaid	£50.00

From the orders area of your profile you can choose to remove sessions from your existing orders **up to 3 days before the start of the session.**

From the orders tab within your profile area, select the order you wish to view and click the edit icon.

Programme	Participants	Total
Before & After School - Autumn 1	Bobby Mills	£33.25

Making changes to bookings.

New Booking

Account

Profile

Orders

Bookings Calendar

Subscriptions

Children

Log Out

You can remove sessions from this booking here. If you cannot choose a session to remove, then it has passed the cut off time for cancellations. Please refer to our cancellation policy for more details.

Choose sessions to cancel using the checkboxes below, then press Cancel at the bottom. You will have the opportunity to review your cancellation before it is actioned.

We will reserve up to 15 minutes for you to re-book any sessions you have cancelled. **Please note that wrap around sessions are not reserved.**

Day	Date	Session	Participants	Price	Cancel
Monday	01/09/2025	07:30 - 08:55	Bobby Mills	£6.25	<input checked="" type="checkbox"/>
Monday	01/09/2025	15:25 - 16:30	Bobby Mills	£8.25	<input type="checkbox"/>
Monday	01/09/2025	16:30 - 18:00	Bobby Mills	£4.25	<input checked="" type="checkbox"/>
Tuesday	02/09/2025	07:30 - 08:55	Bobby Mills	£6.25	<input type="checkbox"/>
Tuesday	02/09/2025	15:25 - 16:30	Bobby Mills	£8.25	<input checked="" type="checkbox"/>

Subtotal	£33.25
Discount	£0.00
Total	£33.25

[Cancel 3 sessions](#)

NB Any discounts used on your original order will be recalculated to reflect your amended booking. This may result in the

From the next screen select the sessions you wish to remove from your booking. Once happy with your selections, scroll down to click **cancel sessions**.

Review your order totals. If you are happy with the changes select confirm cancellation. The value of the sessions that have been removed from your booking will be added to your account as credit and a new email summary sent.

New Booking

Account

Profile

Orders

Bookings Calendar

Subscriptions

Children

Log Out

Confirm Amendments

Original Booking		Amended Booking	
Subtotal	£33.25	Subtotal	£14.50
Discount	£0.00	Discount	£0.00
Total	£33.25	Total	£14.50
Amount Paid	£33.25	Amount Paid	£33.25
Outstanding	£0.00	Account Credit	£18.75

[Confirm Cancellations](#)

Please note, any cancellations will notify other users who may be on our waiting lists, and the session may not be available to rebook in the future.