

CUBBYHOUSE VACATION CARE ENROLMENT PROCESS



Reading me on a computer? If you see this icon, I'm clickable!



My child is currently enrolled at Cubbyhouse

1

Sign in to MyFamilyLounge



2

ADD CASUAL BOOKING
- SELECT SERVICE
- SELECT Vacation Care
- SELECT Date required on Calendar

3

4

CLICK "BOOK SELECTED DATE"
Repeat STEP 3 for multiple days

5

CLICK "Save and Exit"

6

CONFIRM BOOKING

If your Calendar shows a day in **PURPLE**, your BOOKING IS CONFIRMED.

My child is enrolled at Cubbyhouse but I would like to enroll in a different Vacation Care Centre

1

Sign in to MyFamilyLounge



2

Click on **VIEW/EDIT ENROLMENT** next to your child's name

3

Click + symbol to add the Centre Service you require. **SAVE** and **SUBMIT**

4

The nearest Cubbyhouse will be listed. If you do not wish to use this centre or don't see the service you require, leave all location fields blank and click **SEARCH**. This will give you all available Centres.

5

Once **ACTIVATED** you can use **APP** to **MAKE A BOOKING**



If you login and can't see Vacation Care you will need to call our Support Office to **ACTIVATE** your Vacation Care booking 1300 282 292 or send us an email at support@cubbycc.com.au with the following request: Please activate "**INSERT NAME OF CENTRE**" for my child "**INSERT CHILD'S NAME**" to attend Cubbyhouse Vacation Care.