



PARENTS GUIDE TO OWNA



How to Make a Casual Booking:

All Casual bookings are made via the OWNA app. Please follow the below steps:

- Click the '+' symbol in the centre of the OWNA app
- Click 'casual bookings'
- Choose your required session type (BSC or ASC) from the drop-down menu.
- Use the < and > arrows to scroll to the dates required
- Click the date you would like to book and click 'Book this day'
- If the day you would like to book is showing as unavailable:
 - First check that you have chosen the correct session type above from the drop-down menu.
 - If you have chosen the correct session type, please click the bell symbol next to the day, which will automatically add you to the waitlist
 - If/ when this day becomes available, you will receive an OWNA notification to let you know this day is now available to book. This alert will also include short notice availability due to absences on the day



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