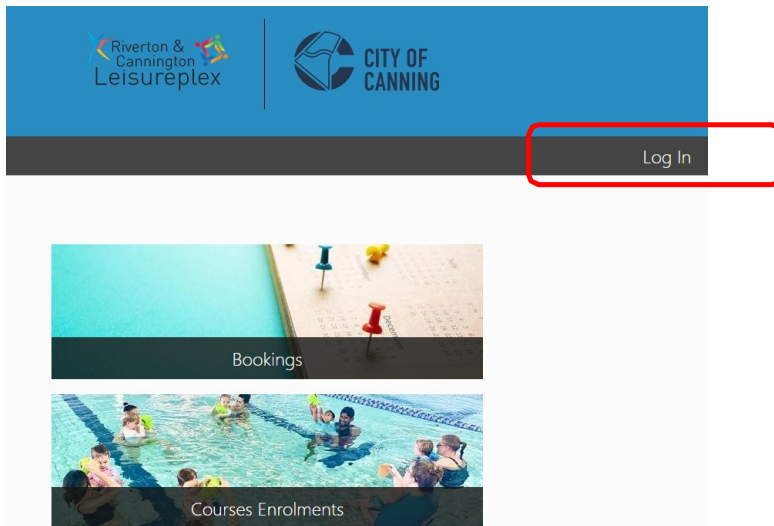




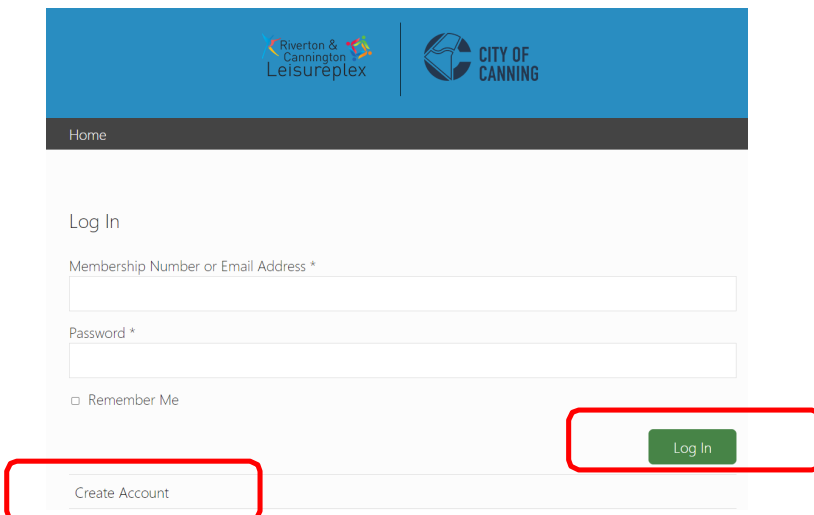
How to make an Online Creche Booking

1. Go to the OneBooking Website (Enter the following link in your Chrome browser)
<https://onebooking.canning.wa.gov.au/> (download via App Store or Play Store)

2. Click on Log In



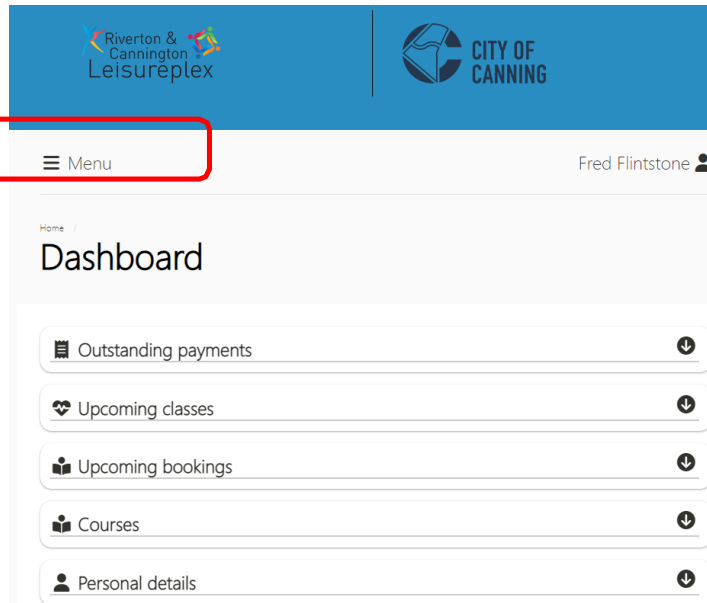
3. Enter email address you supplied on joining, and password. Select 'Create Account' if you're a first time user, 'Log in' if you've already set up an account.





How to make an Online Booking

4. Select Menu, then Bookings from the drop down list.



5. Select Centre, Booking type and number of spaces required

For those with a membership that includes free creche and those with creche multi passes, select **Creche Multi Pass Booking**

For those paying casually, select **Creche Child Casual Bookings**

Make a Booking

My Bookings

Site *
Cannington Leisureplex ▼

Booking Type *
Cannington Creche Multi Pass Booking ▼

Number of Spaces *
- 1 +

Make a Booking

My Bookings

Site *
Cannington Leisureplex ▼

Booking Type *
Cannington Creche Child Casual Bookings ▼

Number of Spaces *
- 1 +



How to make an Online Booking

6. Select the Date, Hours of care required - see number of spaces available

Click on start time, drag to end time of booking

Date

19 / 04 / 2023

Wednesday

9:00 am	12 spaces
10:00 am	
11:00 am	

7. Click on Make Booking

Clear Selection

Make Booking

8. Confirm Booking

For those with a membership that includes free creche and those with creche multi passes, select **Make Booking**

(Note your membership eligibility will be checked on entry, pass removed for each creche booking.)

Input any notes, select Confirm Booking

Cancel

Confirm Booking

For those paying casually, select **Creche Child Casual Bookings**

Input any notes, select Add to Cart, Continue to Payment, Pay Upfront with Credit Card

Cancel

Add to Cart

Cancel

Continue to Payment

Cancel

Pay Upfront with Credit Card

Enter credit card details > Proceed



How to make an Online Booking

FREQUENTLY ASKED QUESTIONS

Q. How do I cancel a booking?

A. Call 1300 422 664 or email RLP.Kids@canning.wa.gov.au at least one hour prior to the Creche opening.

Q. Will I be charged for a cancelled booking?

A. If you fail to attend or inform us of a cancellation, you will be charged or have a pass deducted. A booking will be transferred to another day if possible.