

Current Customers - Manage your enrolment online.

Contents

Log into your account	1
Change the day and time of your child's course	3
View the progress of your child	7
Progress your child to the next level	9
Changing your payment details	12
Pay Outstanding Payments	15

Log into your account

Go to <u>bookings.wellington.govt.nz</u> and click on **Log In** at the top right of your screen:



On the 'Log In' screen, enter your email address and password, then click log in.



On the top right corner, check if you see your **parent** details and click on menu



Click on SwimWell and Rec Centre Courses:

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Birthday Party Bookings	
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Change the day and time of your child's course

Make sure you're logged in under your account as the parent or

caregiver for your child.

Click on Menu:

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Click on SwimWell and Rec Centre Courses:

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Personal details	٢
Contact: Wellington City Council Recreation News of recreation International constitutions (1998) (2001) Privacy addressed	ntion@twcc.aort.oz

On the 'Enrolments' screen for your child, click on **Change day or time:**



On the 'Move Your Enrolment' screen:

Select the new day:

Tāpuitanga me te tanga Bookings and memberships	Absolutely Positively Wellington City Council Me Heke Ki Pineke
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Thu at 4:50-5:20 PM with Catherine S 1 space available from Thursday, June 6, 2024	>
Thu at 6:00-6:30 PM with Darcey V 3 spaces available from Thursday, June 6, 2024	>
Fit at 4:15-4:45 PM with Toni A 3 spaces available from Friday, June 7, 2024	>
Sat at 9:05-9:35 AM with Tasmin H 1 space available from Saturday, June 8, 2024	>
Sat at 11:40 AM-12:10 PM with Tasmin H 1 space available from Saturday, June 8, 2024	>
Sun at 11:05–11:36 AM with Stella D 3 spaces available from Sunday, June 9, 2024	>
Mon at 4:15-4:45 PM with Anna T 1 space available from Monday, June 10, 2024	>
Contact Weblington (24) Control Recention Journ of recording Quee, Journal of Control (1980) (2019) 2010-1 2010-0001	portar

On the 'Move Your Enrolment' screen:

Select the new time:

Tāpuitanga me te tanga Bookings and memberships	Absolutely Positively Wellington City Council Me Heke Ki Pioeke
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Any day Sun Mon Tou Wed Thu 7 1 1 0 0 2	Fri Set 1 2
Fri at 4:15-4:45 PM with Toni A 3 spaces available from Friday, June 7, 2024	>
Contact: <u>Wellington Cay</u> Council Recreation team at recreation@wcc Terms and conditions (1000) FD(1) Primes statement	portax

Select the start date:

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≡ Menu	Parent Parent 🛓	
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Select confirm move:

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Dolphins [8826] TEACHER TON A NEW LESSONS (F): # 4:15-4:45 PM ABBLAGES DIACES 3	
Select a starting data Frany 87 June 14 June	
< Back	Confirm Move
Context: Bellingian City Count of Securities Issues at a Increase and conditions 1998-021 Private a tabaneed	scraation@www.aovit.az D

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On the 'Enrolment Moved' screen, you should then see the new day, time, and start date for your child:

Tāpuitanga me te tanga Bookings and memberships	Absolutely Positively Wellington City Council Me Heke Ki Pionke
≡ Menu	Parent Parent 💄
Enrolment Moved	
Your Dolphins - Mon at 15:40 enrolment for Child Child has been moved.	
Dolphins - Fri at 16:15 course: Karori Pool SwimWell TEACHER: Toni A LOCATION: Karori Main Pool Lane 1 Deep FROM: Friday, June 7, 2024	
Contact: <u>Websites</u> City Control Increasion ham at recreationspace Interna and constitutes (1960) (201) Primers addressed	port.ex

Confirmation of the course booking change

We'll send you a confirmation email. Please check your junk or spam folder if you don't see the email.

If you don't receive a confirmation email, or if you have any questions, please email <u>swimwell@wcc.govt.nz</u> and we'll check your course booking for you.

Changing the day, time and start date for another child

If you have more than one child for whom you want to make a course change, please repeat the steps above.

View the progress of your child

Make sure you're logged in under your account as the **parent or caregiver** for your child

Click on Menu:

Tāpuitanga me te tanga Bookings and memberships	Absolutely Positively Wellington City Council Me Hole & Possie
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Dashboard	
Outstanding payments	O
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Contact: <u>Weitington: City Control Recordion from at secret</u> <u>Jerma and conditions (USER) (VC)</u> <u>Privacy sublement</u>	ton@wr.contex

Click on SwimWell and Recreation Centre Courses:

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Adult Leagues	
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Personal details	O
Contact Wellington Car Council Reconstances (MMID) Terms and conditions (MMID) Private Automatic	reation@wcc.aort.or

On the 'Enrolments' screen for your child, click on View progress:

Tāpuitanga me te tanga Bookings and memberships	Absolutely Positively Wellington City Council Me Hele Ki Phoeke
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Previous Enrolments	
Dolphins - Mon at 15:40 consta: Katon Pool SwittWell rece: Monday, February 20, 2024 writ. Monday, May 27, 2024	注意 View progress
Contex Websites Car Courted Recretion Institut Internation Recent and Conditions (1998) (1997) Physics Mathematic	nijtwes, word az

You'll see the skills your child has completed and the course they are currently enrolled in.

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	≡ Menu		Parent Parent 🛓
	Progress fo	or Child Child	ł
	Dolphins Karori Pool SwimWell 75 % completed		
	1x 12.5m of Freeslyle, with 34 plane landing Competent in Skill 500/2014	1 x 12.5m backstroke continous arms with body rotation Competent in Skill 5/99/2024	1 x 12.5m good technique breaststroke kick Skill Shown Consistently s/302024
	Do a reach rescue and a throw rescue with a buddy Skill Shown Consistently soccas	Control breathing while floating on back for at least 1 minute Skill Shown Twice 5/39/32/4	Float and signal for help with and without a flotation aid Skill Shown Twice 5/30/2024
	HELP - Heat Escape Lessening Position Skill Shown Consistently 5929224	Entries—slide entry, stop entry, ladder entry, wade entry, compact jump entry, stride entry, fall-in entry. Skill Shown Twice 590024	Homework 1 - Practise breaststroke kick on the floor Skill Shown Consistently 5/30/3024
	Homework 2 - Walk around the house like a perguin Skill Shown Consistently 5/302024	Homework 3 - Practise knees together with heel flicks Skill Shown Consistently 5082824	Signed off by Pool Deck Supervisor Not Assessed
_	< Back	Bington Chy Council Recreation team at recreation Terms and conditions (196KB PDF)	mer and s

Viewing the progress of another child

If you have more than one child for whom you want to view their progress, please repeat the steps above.

Progress your child to the next level

Make sure you're logged in under your account as the **parent or caregiver** for your child Click on **Menu**:

Tāpuitanga me te tanga Bookings and memberships	Absolutely Positively Wellington City Council Me Heke Ki Pôneke
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Dashboard	
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Upcoming bookings	0
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Personal details	٥
Contact: <u>Wellington City Council Recording to terroration</u> <u>Terms and conditions (1980) (202)</u> <u>Privacy statement</u>	ndiwcc.sovi.nz

Click on SwimWell and Recreation Centre Courses:

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On the 'Enrolments' screen for your child, click on **Progress to** [next course level name]:

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On the 'Move Your Enrolment' screen:

Select the new day and time:

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Sun) at 10:15-10:45 AM with Stella D 2 spaces available from Sunday, June 9, 2024	>
Wed at 4:50-5:20 PM with Darcey V 4 spaces available from Wednesday, June 12, 2024	>
Thu at 4:15-4:45 PM with Catherine S 2 spaces available from Thursday, June 13, 2024	>
Fill at 5:25-5:55 PM with Toni A 4 spaces available from Friday, June 14, 2024	>
Contact: <u>Wellingtins</u> City Council Secondaria Inem et recent Inema and conditions (1999) (2013) Divisory statisticant	tendines works

Select the new start date then click on the **Confirm Move** button:

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Select a starting date Frank 14 June C Back	Confirm Move
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Confirmation of the course booking change

We'll send you a confirmation email. Please check your junk or spam folder if you don't see the email.

If you don't receive a confirmation email, or if you have questions, please email <u>swimwell@wcc.govt.nz</u> and we'll check your course booking for you.

Changing the day, time and start date for another child

If you have more than one child for whom you want to make a course change, please repeat the steps above.

Changing your payment details

You will need to log in under your account as the **parent or caregiver** for your child then you will need to switch user to your child's account to change details.

Click on your name top right corner:

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Click on My Account:

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Click on Select User:

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Click on Child's Name:

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Click on My Dashboard:

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Click on Edit Account:

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Confact: Wellington City Council Terms and C Per	I Secretion team at recreation@vecc.co conditions.(106KII FDF) veccy statement		

Click on either Credit Card or Bank Account and follow the EZI Debit prompts:



Pay Outstanding Payments

You will need to log in under your account as the **parent or caregiver** for your child then you will need to switch user to your child's account to change details.

Click on your name top right corner:

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Click on Select User:

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Click on Child's Name:

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Click on Outstanding Payments:

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Outstanding payments	0
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Click on Pay Now:

Tāpuitanga me te tanga Bookings and memberships	Absolutely Positively Wellington City Council Me Heke Ki Pioeke
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Click on **Continue to Payment**:

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Click on Pay Upfront with Credit Card and follow the prompts:

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