

St Pius X College Clipboard A Guide to Activity Selection for Parents and Carers

CHATSWOOD

This document is a guide for Parents and Carers using Activity Selection

How to make an activity selection:

1. Login to the school Portal (portal.clipboard.app/stpiusx)

ST PIUS X COLLEGE

2. Click on Activity Selection (left sidebar).



- 3. Here you can see a list of selection groups, as well as:
 - What activities are on offer for each group
 - If a selection group is 'open' or 'closed' for activity selection
 - If an activity has been selected in that group
 - When the selection group will close
 - Costs associated with an activity (if applicable)
 - Which student you are selecting for
 - If there is a requirement to select an activity in that group

Please scroll to make sure you see all the activity groups and activities your son can choose. Not all activities are available to all students in all age groups. You will see the activities your son is eligible for, based on his age and year group. All activity selections must be completed by a Parent/Carer. Completion and payment of selections will be acknowledged as "consent to participate" in the chosen activity.





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Ř	Activity Selecti	ion						- 13	MS
Calendar	Performing Arts 2025 Open							~	
Activity Selection	Click to expand								
🗸 Cart	Football 2025 Closed								
Account	😌 Join the Action: Sign Up for School Football Season 2025! 💈								
•	Are you ready to bring your A-game, make new friends, and experienc are recruiting players of all skill levels! Whether you're a seasoned play	e the thrill of teamwork er or just starting this is	? The	e sch ir cha	ool fo nce ti	otball o:	teams		
	 Build Skills – Learn from coaches and develop your game. 	or or joor oran ang, and a	,		100 0			^	
	Stay Active – Get fit while doing something you love. Make Memories – Be part of a team that feels like family.								
	Show Your Pride – Represent your school in exciting matches!								
	Don't miss out! Sign up today and be part of something amazing. Toge	ether, we win! 👅							
	CONTRACTOR DE								
	A\$350								
	Football								
.	No limit on places								

4. Click on the activity you want to select (Click on the image card for the activity). The details of the activity will appear on the next screen. *Note: If a student is ineligible for an activity, it will not be displayed as an option to be selected.*

9 Feb 2024, 9:45pm owing competitions: IPSH ex at Oxford Falls. 9 the best opportunities (4A (Junior School), ISA (Inde to meet the needs of the ba	pendent Sporting Associati ys, however, it cannot guars	on) Senior School, NTS	A and NSW Pennants. All m	itches occur on a Saturday (on a home and away-basis. The C	ollege's
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					comply with the competitio	ons it participates in, and this som	etimes
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ay morning at school whe	ere veloue details, times and	transport are finalised for t	hat weekend All sports	operate a CANVAS page a	nd all schedules and focturer	s appear on CLIPBOARD.	
			V				
tion for representing the or excellence, commitme	school. Team and player avai int, encouragement and sen	vice in a particular co-cum	lar sport or activity.	ntation nights. Teams winn ILUE, SILVER and GOLD CO	ng a premiership will receive OUR AWARDS represent lev	r a special College medalion. Stud lels of achievement and participat	ion.
From A\$350	A\$350	A\$35					
;by limit on places	Squash 50 places remaining	Tennis No limit on places					
	ent to a particular sport lay for the school are re- regularments, and thes able and support the ser DRT olege toaching staff or b ousp. All coaches are resp any morning at acheorato any morning a	ent to a particular sport or activity then he must set sky for the school are required to train trace per well able and support the senior terms. EXT Bige teaching staff or by coaches employed by the sear. All coaches are responsible for skills, threes and any morning at school because on details threes and the school. Team and plays me to for progressming the school. Team and plays me or acceleres, commitment, encourse and plays me or acceleres, commitment, encourse and plays me or acceleres, commitment, encourse and plays me to for progressming the school. Team and plays me or acceleres, commitment, encourse and plays me or acceleres, commitment and plays me	ent to a particular sport or activity then he must use it through to the very end sky for the school are required to tain twice per week in most sport at to body able and support the serior teams.	ent to a particular sport or activity then he must are it through to the very end of that season. This co ley for the school are required to train take per week in most sports at local ovain near school or at O requirements, and there are available through the College Unitorm Shop. Boys representing the College able and support the senior teams.	ent to a particular sport or activity then he must use it through to the very end of that season. This commitment also includes at lay for the school are required to tain invice par week in most sports at load oratinese school or at Orlicof Tail. requirements, and these are available through the College. Uniform Shop, Boys representing the College on Standays are required able and support the senior teams.	ent to a particular sport or activity then he must see it through to the very end of that season. This commitment elio includes attending training seasons are lay for the school are required to tain take per vesit is most sports and load vala near school or at Oxford Fals. Includences, and these are available through the College Uniform Shop. Boys representing the College on Searchays are required to wear full achool trackau able and support the senior teams. INF Bige insching staff or by coaches amployed by the College. They are all qualified and most have a Level 10 Level 2 in their chosen area. The top age group o roug. At coaches are regionable for skills, threes and team principles within the team itself. Each sport the has a main chownon who ownerses that entrine age ary morning at phone latena takes and team principles within the team itself. Each sport the has a main chownon who ownerses that entrine age ary morning at phone latena takes and team principles within the team itself. Each sport the has a main chownon who ownerses that entrine age ary morning at phone latena takes and team principles within the team itself. Each sport the has a main chownon who ownerses that entrine age ary morning at phone latena takes and team principles within the team itself. Each sport the has a main chownon who ownerses that entrine age ary morning at phone latena and team and team principles are to main team principles. Sports and all schedules and fistures the order composition ingets. Teams when age particular to achieve BLUE. SULER and GOLD COLLOR AdVARDS represent level Form Assoc Form and on places Form	ent to a particular sport or activity then he must see it through to the very end of that season. This commitment also includes attending training seasions and the games on a Saturday lay for the school are required to train takes per week in most sports at local yoas new receiver at Order Fals.

5. Next, simply click the Select button if you want to go ahead with choosing this activity for the student you are acting on behalf of. A pop-up window will then ask you to choose an option (if any are offered) and to confirm the place. You may also be asked to answer a required question in order to select that activity, relating to the student's position, grade, or any previous experience.

	KUGDY Senior Sport No limit on places Open for Selection		Options 14s A\$350.00, no limit on 15s	places	
	My choose Our Rugby Team? Lepent Coaching: Our experienced coaches are dedicated to un potential. Whether you're assessment player or new to the sport, guidance to elvavate your alills. Team Spirit: Join a group of like-minided individuals who share y progra Midoug friendatips as you work tagether towards victory or 4. Character Ruidling: Rugby Init Juar about physical provess. It's realisince, and sportsmarking. Our team forthers values that ever preparing you for success in all aspects of life.	locking your full well tailor our your love for rugby, the field. about discipline, d beyond the field,	ASSOUD, no limit on 16s A\$350.00, no limit on Opens A\$350.00, no limit on	places places places places Select	
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15s A\$350.00, no limit on places	0			y Previous representative level playing experience	
16s	۲			Preferred position	
A\$350.00, no limit on places					

- 6. Once an activity has been selected, it will show as 'Selected' on the activity's page and on the group's page.
- 7. Once selections are made, the choices are sent through to the school where staff place students into teams or groups.

Cart for Activity Selection

Cart functionality lets parents or students select multiple Activities and place them in a 'cart', so they only have to confirm and check out once.

How much time do Students and Parents/Carers have after selecting?

Once a selection has been made, a prompt will show asking whether they want to Continue Browsing or Go to Cart. They will have 15 minutes to check out selections from the Cart. If more than one selection is made, students, Parents/Carers can continue browsing.

On the left-hand side, there is a timer next to the Cart showing how much time is remaining to pay (see the image below).







If the time expires before you can check out, the Selections will be removed from the Cart and a Cart Expired message will appear.

What does the Cart look like?

Cart functionality looks very similar to shopping online, where you have your selected Activities and payment with card all in one screen. **Parents/Carers will be prompted to enter their card details** with the option of saving the card details for future payments.

Once they have selected their Activities, this is what it will look like in the Cart (see the image below).



Waitlist

When making selections, you may find that the activity or options within it have reached full capacity and you cannot select the activity. Some activities, however, may offer a waitlist, which you can join. Simply:

- 1. Click on the activity or option within an activity you want to select.
- 2. Then click on Join Waitlist and confirm to join the waitlist for this activity or option (see image below).
- 3. If a student drops out of the activity or their preferred option, you will be notified by email that they have been moved into the activity. If the activity requires payment to be taken, the email will contain a link to pay the invoice. Also included in the email is a link to unselect the activity if there is a change of mind.

Note:

If an Activity has no options, simply click on the Blue Join Waitlist Button.

If an Activity has options, click on the Join Waitlist Button next to the relevant option.

Co-Curricular, Term 1 2024 No places remaining		A\$80.00)⊒ Join Waitlist	
Open for Selection Fu	II		
Welcome to Clipboard Colle	ge Business Club—the cornerstone for tomorrow	Ś	
	Options		
	Mondays A\$110.00, full	Join Waitlist	
	Wednesdays A\$110.00, 20 places rema	ining	
	A	Select	

How does the waitlist work?

When a place becomes available, the next student in line for that activity or option within that activity will be automatically placed. This is determined by the date and time the student was placed on the waitlist, with the earliest being placed first.

Frequently Asked Questions (FAQ's)

Can I change my activity selection before check out?

Yes you can! If you change your mind and want to change the activity you selected, you can deselect the activity before going to select the correct one. To deselect, simply go to the activity's page and click on **'Remove Selection'** and then choose **'Remove Selection'**. This will remove the entire activity from being selected.





A Nelson needs i r	hore activity in Sport.	
Hockey Summer Sport 2023	Remove Selection for Nelson ×	These changes are
No limit on places Open for Selection	Are you sure you'd like to remove this selection? This will remove the entire activity from being selected.	Go to your cart to t
Hockey is one of our annua and Senior players.	Never Mind Remove Selection	Remo

If you want to change your Activity after you have paid for an Activity and want to select an entirely different Activity, you will need to select Remove Selection. This will prompt a Request Refund action to Clipboard. Refunds do not happen automatically. A credit note will be generated in the system indicating the school needs to refund you. NB This can only be done prior to the College's team selection and must be in consultation with the relevant College sports convenors.

Remove Selection for Carmina ×							
Are you sure you'd like to remove this selection? This will remove the entire activity from being selected.							
Refunds don't ha generated in the to refund you.	open automatically. A crossystem indicating the sc	edit note will be hool may need					
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Can I change or withdraw from an activity DURING the SEASON or once the activity has commenced?

Ordinarily the College expectation is that boys honour their commitment to a sport once selected. In exceptional circumstances, if your son decides they wish to withdraw from a team or activity once the season or activity has commenced, they must apply to the relevant convenor/coordinator of that activity to withdraw. Withdrawal requests will be dealt with on a "case by case" basis and are not guaranteed.

Can I change my activity selection to another option in the same Activity if I have already paid?

If you've already made a payment for a particular Activity option and would like to switch to a different option within the same Activity, please follow these steps:

- 1. Go to the Activity and click on "View or Change Options."
- 2. Choose the new option you prefer and click "Save."

3. Proceed to your Cart.

In this process, Clipboard will automatically apply the payment from your initial selection to cover the cost of the new one. If there are any additional expenses associated with your new choice, you'll only need to cover those extra costs.

	Submitter	Impe	rson
		Selecting for Adrienne	
	•		
Badminton Summer Sport 2023/4		Options Monday I hour	
Open for Selection ✓ Sele	ected	Selected Tuesday 2 hours	
		A\$75.00, no limit on places	
		View or Change Options Remove Selection	
		Selecting for Adrient	nne
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Can I change my answer to a required question?

Yes you can! Simply click on the View Selection button and then click Next to go to the Details page. Then change your answer to the question. Then click Confirm Changes. See the image below:

	View or Change Selection for Dickson	
~	Selection Octails Octails Confirm	
	Changes you will makeResponses	
l	← Back ✓ Confirm Changes	





What if I am a parent with more than one child?

To swap between students, simply click on the name of the student and select another student from the tabs on the right-hand side. The tick will indicate which student you are selecting on behalf of.

Dickson	✓ Mcconnell	Ruiz

How do I know if my selection has been completed or processed?

Selection will only be completed after Students or Parents/Carers have checked out of the cart and received the message through the confirmation window.