



After School Activity Programme

BSB runs after school activities for students from Y1 -6 and they are organised into four seasons as below:

Season One: 5 September – 26 October

Season Two: 31 October – 25 January

Season Three: 30 January – 19 April

Season Four: 24 April – 14 June

Year 1 students are allowed to sign up for 1 ASA per week

Year 2 students are allowed to sign up for 2 ASAs per week and

Years 3 - 6 students are allowed to sign up for 3 ASAs per week

In order to sign up your child for any of the activities you first need to log in to the SOCs co-curricular system. Follow the instructions below to sign your child up for Activities:

Login to the SOCS co-curricular system by clicking on the following link and entering your username and password: <https://www.socscms.com/socs/login.asp>

If you are a first time user, your **username** is your child's school issued email address. Your child's username can be found on the Welcome Email from the class teacher. The initial **password** is **BSBShunyi2016**

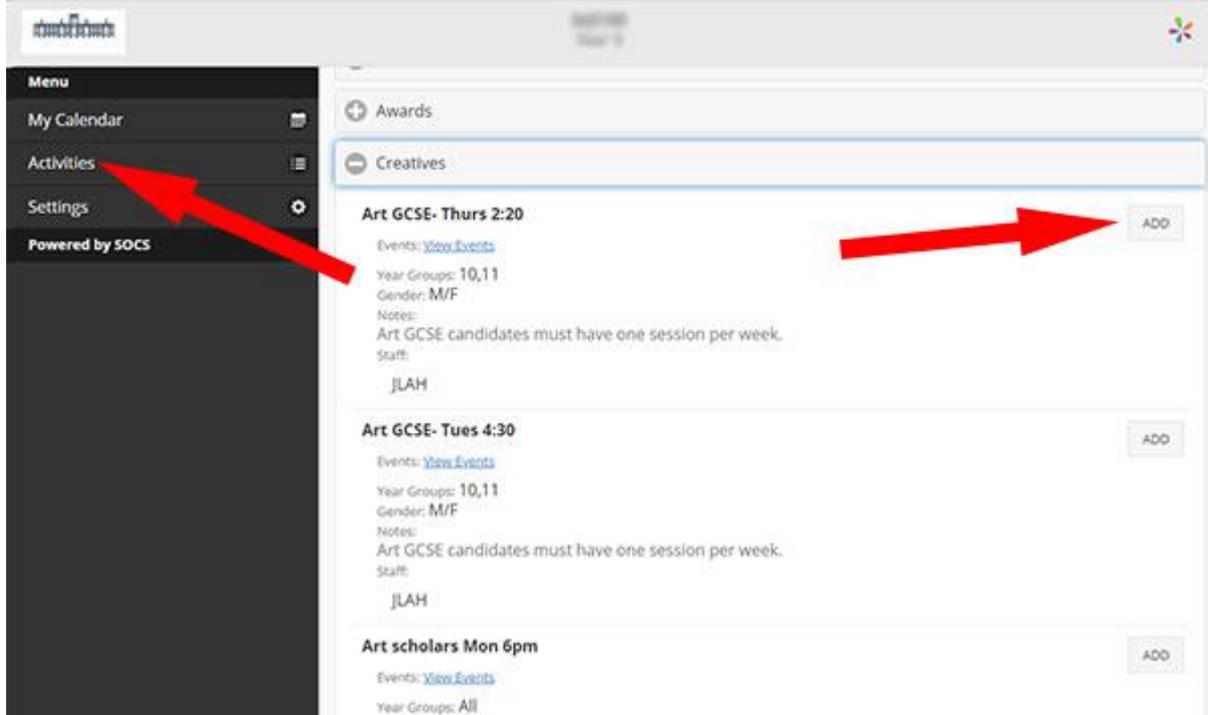
- When you are logged in, your first task is to change your password. To do this click on **Settings**
- Update your password on the **My Details & Settings** page - see the screenshot below.

The screenshot shows a web interface for 'My Details & Settings'. On the left is a dark sidebar menu with options: 'Menu', 'My Calendar', 'Activities', 'Settings' (highlighted with a red arrow), and 'Powered by SOCS'. The main content area has the title 'My Details & Settings' and contains the following fields and buttons:

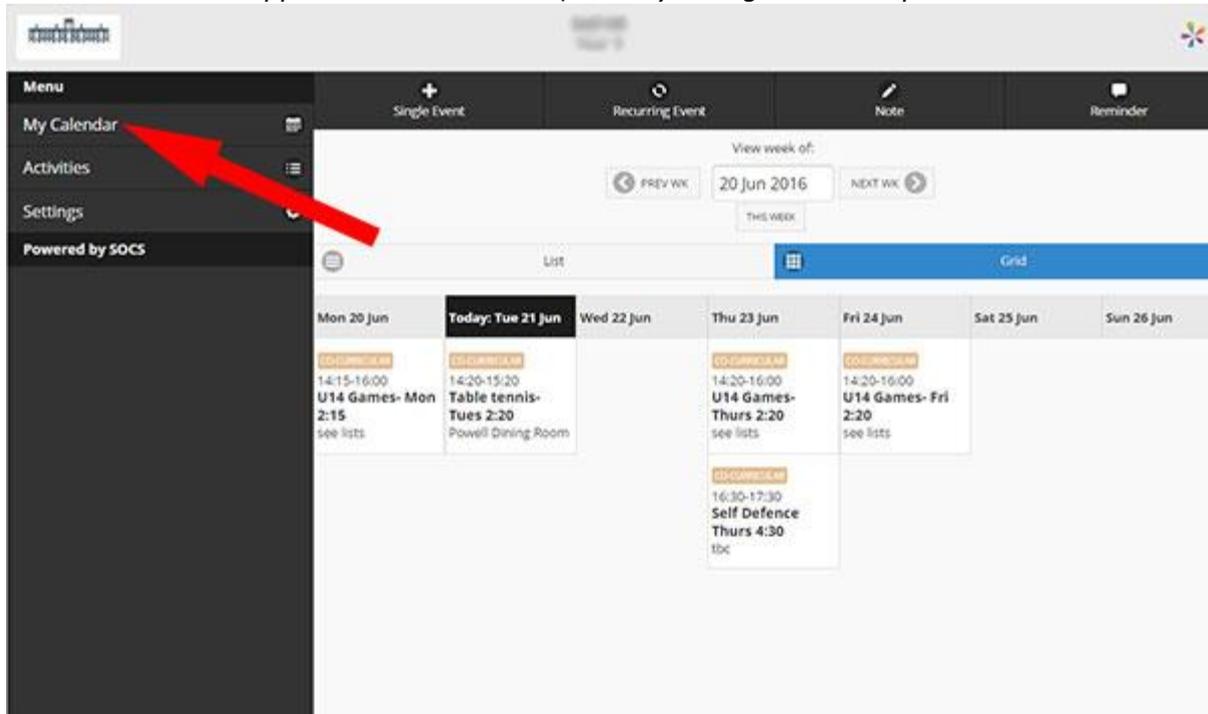
- Name: [input field]
- Year: [input field]
- Email: [input field]
- To reset your password, enter a new password below (A-Z, a-z, 0-9 only) min length: 6 characters
- New Password: [input field]
- Confirm New Password: [input field]
- Save New Password [button]
- Cancel [button]
- Logout [button]



- The next step is to click on **Activities** to select your clubs for the term.
- Click on the **ADD** button next to the club (you can also view the dates here under View Events)



The club will then appear on the calendar (and any changes will be update in the calendar view)





It is important to remember to not double book your child (for example book two ASA's for Wednesday after school) and to not book too many ASA's.

Please note, if you are viewing the system on a mobile device you can save it to your phone as a Web App. This will vary depending on what device you use.

Adding the Web App to your home screen will vary dependent on your device and browser. Here are links to the instructions for Windows Phone, Android, and Apple iOS: [Windows Phone](#) | [Android](#) | [Apple iOS](#)

If you need any further assistance please contact the Primary School Secretary, Ms Emma Ma emma.ma@bsbshunyi.com or the Deputy Head, Daniel Smith daniel.smith@britishschool.org.cn