



roombooking
system



Online Room & Resource Booking Software

Trusted by over 1,000 schools worldwide

Fully integrated with SIMS, iSAMS, Progresso, Facility & WCBS



Timetabled classes are automatically synced from your MIS

Cover and room closures are synced from your MIS

Supports one & two week timetables

Just click on a free space to add a booking

Add bookings by period or specific time

Request information when making bookings

Manage all kinds of rooms & resources



The booking system you've been waiting for

Make the most of your school resources by giving staff an easy way of booking online. Say goodbye to paper based systems and time consuming spreadsheets. Integrated with leading school management systems, double bookings are a thing of the past as rooms can only be booked when they are free of timetabled classes. As market-leaders managing in excess of 100 million bookings, we support schools with any type of timetable structure – even multiple schools within one MIS, each with different timetable structures.

Manage bookings during and after the school day

The same room can be booked during the day by period (e.g. Period 1 - Period 2) and during or after the school day by time (e.g. 12:00 - 13:00). This is ideal for shared resources like Sports Facilities and Halls that may be hired outside of school hours.

Get the most out of your IT resources

Resources can be efficiently shared by splitting one resource into a number of parts. Staff then book only what's required, for example 15 laptops from a trolley of 20 or 25 iPads from a bank of 50.

Be informed with calendar feeds and email notifications

Store additional information with bookings, such as the Meeting Title or add a drop down list for Room Layout. Email notifications can be sent when particular rooms are booked, if IT Support is requested or even a reminder the day before bookings take place. Bookings which match certain criteria, such as requiring IT assistance, can be viewed in Outlook, Google Calendar and on mobile devices thanks to the calendar feeds feature.

Generate revenue from after school bookings

The lettings module tracks costs and generates invoices quickly, saving you time.

Coordinating the booking of sports facilities, minibuses and other rooms/resources outside the school day has never been easier. Accessed from any internet connected device, bursars and receptionists can quickly make and amend bookings on behalf of hirers while the system automatically tracks costs and produces invoices.

- Generate invoices and notify hirers by email
- Utilise different price bands, for example a Charity or Weekend rate
- Track which invoices have been paid
- Produce financial reports for your finance system
- Store hirers' address and contact details
- Add chargeable items such as equipment hire or insurance costs
- Track requests such as catering
- Manage different VAT rates by hirer or booking

Charge discounted rates for certain bookings

Multiple price plans can be set for each resource allowing you to have a members/non-members rate or perhaps a weekday/weekend rate. When making the booking, you can choose which rate to charge the hirer, giving you the flexibility to discount bookings for certain hirers or at different times of the year.

Invoice Number	Name	Organisation	Date	Total	Status
305	Sophie Banks	Drama Group	11/12/2018	£1,441.50	Paid
	John Smith	John's Badminton Club	07/12/2018	£1,161.74	Paid
302	John Smith	John's Badminton Club	22/12/2018	£79.97	Draft
301	John Smith	John's Badminton Club	01/01/2019	£37.49	Draft
300	Jason Brown	School Climbing Society	21/12/2018	£43.99	Draft
299	John Smith	Drama Group	12/12/2018	£5.00	Draft
298	John Smith	John's Badminton Club	03/12/2018	£88.97	Draft
297	John Smith	John's Badminton Club	22/11/2018	£5.00	Paid
296	John Smith	Drama Group	22/11/2018	£60.00	Paid
295	Jason Brown	Music Society	22/11/2018	£54.00	Unpa
294	John Smith	School Climbing Society	21/11/2018	£203.50	
293	John Smith	John's Badminton Club	19/11/2018	£801.50	
292	John Smith	John's Badminton Club	02/11/2018	£607.25	

Integrated for an effortless set up

The Room Booking System is a fully hosted web based service so it's always up to date and fully backed up. We work hard to ensure the system runs itself for a truly hands-off experience.

Seamless user management with single sign-on

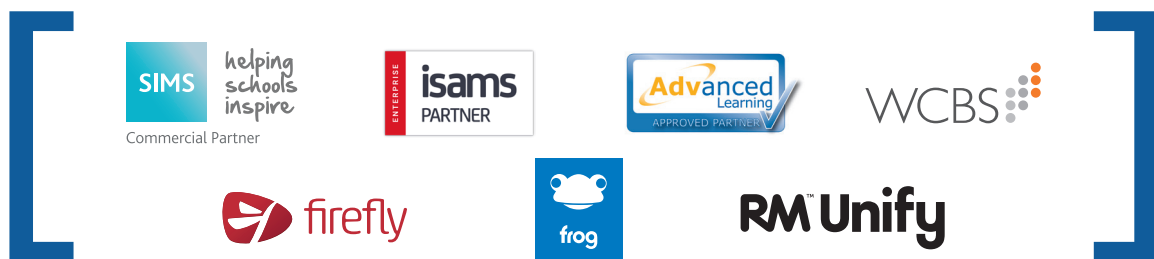
Staff can access the system without entering any username or password by integrating with Active Directory using ADFS (*SAML*) or LDAP. Single sign-on is also supported from Firefly, Frog, RM Unify, SIMS ID and more.

Deeply integrated with your MIS

We integrate with the leading school management systems to automatically sync your timetable, rooms, term dates and more. Any timetable changes are automatically reflected on the system – it'll even remove any conflict bookings and inform staff by email. Setting up the system is as quick as choosing which rooms from your MIS should be bookable on the system.

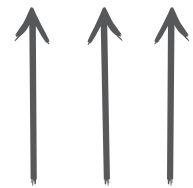
Sync bookings to other systems with calendar feeds

View bookings for a particular room, category or user in any system supporting the iCal format. For example, show bookings in the Sports Hall on your digital signage system, or see your own bookings in your personal Outlook calendar.





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Fully integrated with SIMS

The room booking system fully integrates with SIMS to sync rooms, timetabled classes, non-class codes, term dates, cover, room closures and suspension rules automatically.

Set it and forget it

With SIMS integration, there's no need to run reports in SIMS and import data. The complete timetable is synced from SIMS, including any non-class codes and future changes to timetabled classes. If a timetable change clashes with an existing booking, the booking is removed and the user is emailed explaining why their booking was deleted.

Full timetable cycle support

In addition to supporting multiple tiers and syncing term dates, including week A/B for two week timetables, the date/timetable day mapping is synced, e.g. showing Friday Week B classes when it would normally be Monday Week A.

Knows when year groups are on exam leave

When a class or year group is on exam leave or a school trip, rooms that are normally occupied by their classes can be made available for booking by suspending classes in SIMS.

Keeps your cover manager happy

Any cover or room closures made by the cover manager in SIMS for one off changes or exam room timetables are automatically shown. Bookings made on the system which conflict with the cover changes are automatically removed and the user is emailed.

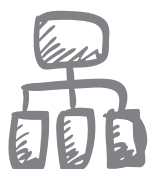
Tailored for your school

The Room Booking System has been designed especially for schools and is configurable to your requirements.



Effortlessly manage bookings for all types of resources

Teaching staff can book rooms by period during the school day while school leaders and hirers can book meeting rooms and facilities by time (e.g. 9am - 11am). The same rooms can also be booked by both time and period, without any double bookings.



Powerful role based room & user permissions

Limit how many bookings staff can make and how far into the future they can book each room/resource. It's easy to only allow bookings for a particular resource from a certain department, for example the Maths Department's laptop trolley.



Provisional bookings

Using the Pending Bookings feature, you're able to accept provisional bookings from staff for certain rooms or resources. Bookings can then be easily confirmed and the staff notified by email.



Track support requests with the built in helpdesk

A helpdesk is included so users can submit problems with rooms and resources, which are then emailed to the appropriate department. For example a teacher can report a broken computer to the IT technician, or a broken window to Maintenance.



Insightful room utilisation reports

Interactive reports show which users have the most bookings and which rooms are most popular. Room utilisation reports show how often particular rooms and resources are free, including when they are booked by staff or when used for timetabled classes.

Legendary customer support

We pride ourselves on truly outstanding customer support and creating the very best web based software for schools.

// Support has been absolutely fantastic with email queries very often being responded to almost immediately. The SIMS synchronisation means there is almost zero administration work to carry out throughout the year. //

- Mr Vela-Castro, Maidstone Grammar School for Girls

// The Room Booking System is exactly what we needed! It allows our staff the flexibility to book facilities from any internet connection. I whole heartedly recommend it! The SIMS integration facility is the icing on the cake. It makes life so much easier. //

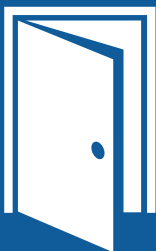
- Mr Maddocks, Carshalton Boys Sports College

// The customer service provided is truly of the highest standard I have experienced in over 30 years in educational management. //

- Mr McHale, Westcliff High School for Girls

// We have been successfully using Room Booking System for five years now. We now have a fully automated and integrated online solution. This assists us in our goal to become a paperless school and with meeting our environmental targets and overall corporate social responsibility. //

- Mr Wade, St. Mary's College



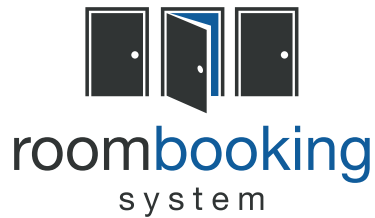
Pricing Information

Prices range from £299 to £599 per year depending on the number of rooms, resources and users you have on the system. Automatic MIS integration is £156 per year and lettings is an additional £240 per year (*prices are exclusive of VAT*). For pricing details, please see

www.roombookingsystem.co.uk



School Cloud Systems is a multi-award winning software company providing best in class solutions to over 3,500 schools worldwide.



The Room Booking System is the market leading online room & resource booking system integrated with leading school management systems and trusted by schools worldwide.

www.roombookingsystem.co.uk



The Parents Evening System is the market leading online appointment booking software which is loved by parents and trusted by schools worldwide to manage millions of appointments.

www.parentseveningsystem.co.uk



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