



Orchard Head J, I & N School

Orchard Head Lane

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Dear Parent/Carer

I am writing to inform you of the changes to the way our wrap around care is booked from September 2024. Our wrap around care will run the same cost as in previous years as stated below, however payment for this must be settled by the end of each half term. Bookings will open one week before the half term break for the following term.

Breakfast club 7.45am-8.45am cost £2.75 per session

After School club 3.30pm- 5.30pm cost £4.00 per session

It is imperative that all accounts are settled in full at the end of each half term as it is crucial to maintain the continuity of care for our children. Your prompt payment will guarantee the smooth operation of the wrap around care and securing a place. Should your account not be settled you will be unable to book sessions on the following half term. If you are using the government childcare vouchers scheme please make the school office aware. Booking sessions for the upcoming half term will be opened up on the Monday of the last week of the current half term to ensure parents/carers can make arrangements.

Our wrap-around care services have limited availability due to high demand and limited capacity, we encourage you to secure your spot as soon as possible to ensure that your child can attend. Should you need wrap around care at short notice, please contact the school office to check for if there is space this will then be added to your account.

We understand the importance of reliable and quality care for children. Our dedicated staff is committed to providing a safe and nurturing environment for all children in our care.

Should you have any questions or concerns regarding your account or payment schedule, please do not hesitate to contact the school office at admin@orchardhead.patrust.org.uk or on 01977 723495.

Thank you for your attention to this matter. Your cooperation in adhering to this greatly appreciated.

Warm regards,

Richard Grogan
Headteacher