



North Wheatley Primary School

Sturton Road, South Wheatley
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Website: <https://www.northwheatleyprimary.net/>

Headteacher: Mrs Alison Richardson

BELIEVE * ACHIEVE * THRIVE

We would like to confirm our guidelines around our Wrap Around Care provision at North Wheatley C of E Primary School. Please complete all forms to secure your bookings.

Early Birds: For all children who require before school care we provide a session from **7.45am-8.20am**. The fees for Early Birds are determined by the full governing body and the charges for the sessions are £3.50 per session.

Night Owls: For all children who require after school care we provide the following sessions:

Monday to Thursday - 3.00pm until 4.00pm or 5.00pm

Friday - 3.00pm until 4.15pm

The fees for Night Owls are determined by the full governing body.

Night Owls is £5.00 per hour for the first child and £4.50 per hour for any other siblings. Friday 3pm – 4.15pm cost is £6.15 for first child and £5.50 for any other siblings.

Children can now be picked up at the following collection points at the times below:

4pm - main gate (near car park)

4.30pm - main school entrance

5pm - main school entrance

Extended Sessions:

Our Early Years provision for 15 hours funded sessions runs from 8.30am – 11.30am.

Our Early Years provision for 30 hours funded sessions runs from 8.30am – 2.30pm.

Additional extended sessions can be paid for by parents at the following times:

For 15 hours funding

- 11.30 – 12.30 at a cost of £5.58 per sessions.
- 11.30 – 3pm at a cost of £19.53 per session.

For 30 hours funding

- 2.30 – 3.00pm when school ends at a cost of £2.79 per session

Please note these charges are in line with the Notts County Council funding structure.

The 'School Money' system will be used to make payments. Once sessions are confirmed the school office will enter these onto the system and you will receive an email/text message to confirm your login details and the amount to be paid. The School Money system can't deal with childcare vouchers directly. If you would like to pay by childcare vouchers the school is registered with the following companies – Computershare, Eden Red, Linking up and Sodexo and the government tax-free childcare payments. All vouchers/payments must be received in advance of the childcare dates.

A late payment of 10% will be levied on any sessions taken in arrears.

Booking sessions:

- You will need to complete this form to attend sessions. All parents will need to complete the form which will cover childcare for 1 half term (5 to 7 week period).
- Once the form has been completed, your child's place will be confirmed by sending you a text message for payment via School Money. Places are booked on a first come first served basis and any late bookings may mean that your child does not get an allocated place. **It is expected that parents pay for childcare sessions in advance.** Bookings for the following half term will be open 2 weeks prior to the end of the current half term and parents will be notified by text when the booking period is open.
- In line with standard practice and in agreement with the school governors once sessions are booked they are non refundable if a session is cancelled or your child does not attend. If the school has to cancel a session then this will be refunded by the credit being carried forward.
- We appreciate that child care sessions may be required on an ad hoc basis. If these sessions are required then parents should book the session on the booking form at least 1 week in advance. **Payment for these sessions should be made in advance and no sessions will be allowed to be taken without prior payment being made.**
- As you are aware safeguarding children is very important to us and as these childcare sessions are becoming more popular we need to ensure that we know in advance who is attending, so we would ask parents to inform the school office if a pupil is not attending a booked session.

Please complete the form below:

NAME OF CHILD/CHILDREN _____

Booking for: AUTUMN TERM 1 OR 2. SPRING TERM 1 OR 2. SUMMER TERM 1 OR 2.

ADHOC BOOKING - PLEASE PROVIDE DATES _____

	<u>MONDAY</u>	<u>TUESDAY</u>	<u>WEDNESDAY</u>	<u>THURSDAY</u>	<u>FRIDAY</u>
<u>Early Birds</u>					
<u>Night Owls</u> (Please indicate 1hr or 2hr)					
<u>FS1 funded 15 Hour session</u> (until 11.30am, no additional charges)					
<u>FS1 funded 15 Hour session</u> (11.30-3pm, additional charges apply)					
<u>FS1 funded 15 Hour session</u> (11.30-12.30pm additional charges apply)					
<u>FS1 funded 30 Hour session</u> (until 2.30pm, no additional charges)					
<u>FS1 funded 30 Hour session</u> (until 3.00pm, additional charges apply)					

I have read and understood the terms and conditions attached and agree to pay in advance for the childcare sessions booked above.

Signed

Date: