



Headteacher: Mrs Kelly O'Connor

Dear Parents/Carers

Before School Provision

We currently provide an Early Morning Club in school every weekday morning.

- Early Morning Club runs from 8:30am to 8:45am. Supervision and activities **only** are provided for a cost of £1.00 per day, per child. If families have siblings at our other Site, they can use this facility **free of charge**, to enable them to bring their child to school, where they will be safely looked after, before the start of the school day, therefore, ensuring that neither child is late to school. We will require the name of the younger sibling to be able to check the information.

Places are limited; therefore bookings will need to be made on our on-line booking system (ParentPay) with payment made via the on-line booking system on a weekly/monthly basis on a 'first come, first serve basis'. If no payment is received for charged places, then the school reserves the right to withdraw the place(s).

Please complete the attached form and return it to the school office to register an interest.

Please contact the school office if you have any queries regarding this matter.

Kind regards

**Mrs O'Connor
Head Teacher**

Before School Provision

Please indicate if you would like to express an interest in your child/children attending the early morning provisions in school.

Early Morning Club (8.30-8.45am) provision – I have child at

both sites (FOC)

Name of Child Year Group

Early Morning Club (8.30-8.45am) provision – charge £1.00 per child, per day

Name of child/childrenYear Group(s)

SignedDate

PRINT NAME