



**WITHAM**  
A PRIORY ACADEMY

10<sup>th</sup> July 2018

Dear Parent

### **Early Years, KS1 & KS2 Breakfast and After School Provision changes**

As you will be aware the school provision is an ever changing landscape and to enable us as an Academy to react to some of the current government initiatives along with the needs of our parents we have made changes to the provision which will be effective from September 2018.

Breakfast and After School provision between the hours of 8am- 9am and 3pm-5pm will be offered by our own staff but in a slightly different way. The provision will be available for children from 3-11 years. The costs for the sessions will be;

- **Breakfast Club £2.50**
- **After School Club £9.00**

Breakfast club will offer a more varied breakfast menu and families wishing to use this service will be required to book in advance for the sessions they wish their child/children to attend. Breakfast club will be payable in advance and all sessions will be charged for whether or not your child/children attend unless they are cancelled at least 24 hours before they were due to be attended.

After school club will offer a varied tea menu and include activities such as forest school, cookery, swimming and gardening as well as themed/seasonal activities throughout the year. All parents wishing to use this service will be required to book in advance for the sessions they wish their child/children to attend and these will be permanent sessions which will be charged for at the rate of £9.00 per day. Sessions can be paid for in advance, if there are any outstanding monies, these will be invoiced for on a monthly basis, failure to make payment may result in us withdrawing this service. All sessions will be charged for whether attended or not unless they are cancelled at least 24 hours before they were due to be attended.

Please note: new contracts will be sent out to all parents/carers for breakfast club and after school club which will need to be signed before children are able to attend in September.

If you currently attend breakfast club and or after-school club and intend to continue doing so from September 2018 when the changes take affect or would like you child to begin attending either of the provision please complete the expression of interest slip below, indicating which sessions you would like to book .

**Headteacher:** Mr A Madge

**The Priory Witham Academy**, De Wint Avenue, Lincoln, Lincolnshire, LN6 7DT

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The Priory Witham Academy is part of The Priory Federation of Academies Trust. For further information please contact:

The Priory Federation of Academies Trust, Cross O'Cliff Hill, Lincoln LN5 8PW **Telephone:** 01522 889977

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If you have any questions please do not hesitate to contact me at the Academy.

Yours,

G. Nixon  
Breakfast and After School Club provision leader

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**Expression of interest**

I would like my child/ children ..... to attend:

Breakfast:

After-school Club:

On the following days

Mon:

Tues:

Wed:

Thurs:

Fri:

Which year is your Child/children in? .....

When would you like them to start? .....

Are there any specific needs we should be aware of? Please detail these below.

From September 2018. I understand the changes that are taking place from September 2018 and I am aware that all sessions will need to be booked in advance.

Parent signature: .....