

January 2012

Dear Parents

Our Half Term Holiday Clubs will be available for the following dates:

Monday 13th to Friday 17th February 2012

Early Years Club (Kindergarten 1 - Reception), and **Fun Club** (Years 1- 3) will be available on all of the above dates. There will be the usual mix of arts and crafts, indoor activities and outdoor play (weather permitting!).

Children can be dropped off from 8.45am at the earliest with the day ending at 5pm. Care is available between 5 and 6pm if required, but this **must** be pre-booked.

Food and clothes:

Children should bring a snack for break and a picnic lunch together with drinks. They should also bring coats and suitable outdoor footwear.

Booking and prices:

Please note that the activities and staff are all planned and booked in advance. In order to maintain the high levels of staff and appropriate staffing ratios, we must now insist that booking is essential and that cancellation charges will apply.

Charges are £25 per day or £15/£10 per morning/afternoon session.

Late care till 6pm MUST be pre-booked and will be charged at £5 per session.

Any late application forms will be charged an extra £2.00 per day.

Cancellations - any cancellations received within one week of the session booked will be subject to a 50% charge.

If you are interested in enrolling your child(ren) please complete **both** the contact/medical form **and** the booking form and return, with your cheque, (made payable

to Winterfold House School Trust) to the School office **no later than WEDNESDAY 8th FEBRUARY**. Please note that there will be a limited number of places which will be secured only on receipt of a booking form and payment. Unless you hear to the contrary you can assume that your child has a place at the club, we will contact you if there is a problem with your form or no availability.

If you have any queries please do not hesitate to contact us in the School Office on 01562 777234.

For the duration of the Club the direct contact number with Lead staff is **07757 707128**, or the 'aftercare' option on the main School number.

**Holiday Club Coordinator
Winterfold House School**