St Vigor and St John Church School

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Headteacher: Chris Chorley

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Dear Parents and carers

Wraparound Care

I am very grateful and proud of the wraparound care offer we have in school. Since 'After-school Club' moved out of The Mill and into the main school building it has continued to thrive and is now busier than ever. Plans are underway that will hopefully provide more space and continuity for this provision.

It is now time to start planning for September onwards and we would like to take this opportunity to clarify a few points. I must stress that our wraparound care is extremely busy and must be self-sufficient.

- Please make **all bookings** via the school office; Margaret is not a full-time member of staff and is only able to check emails once a day
- If an extra session or new booking is requested we require *24 hours notice* to confirm
- If a parent cancels a session/s we require *24 hours notice*, otherwise the session will be charged for
- We will always be as flexible as we can and work with you as much as possible. We know the demands that parents face. However, we are now at capacity on most days which means that we may not always be able to accommodate
- Reduced-rate shorter sessions. We are well aware that there is some demand for a reduced-rate session that runs until 4.15pm. Whilst we are sympathetic to this we simply do not have the capacity to offer this currently

I would like to take this opportunity to thank Margaret, Karen, Rachel and Sarah for all their hard work and excellent care.

Yours sincerely

Chris Chorley
Headteacher

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