

KS/CC

9th February 2018

Dear Parent/Guardian,

Spring Holiday Club at the Lower Prep Department

We are making plans for the Spring Holiday Club. The dates are as follows:

Monday 19th – Friday 23rd February 2018

The cost for one week is £88.00 or £22.00 per day.

Due to Ofsted regulations for our out of school care, we can only accept pupils from the term that they turn the age of three. Please also note that all dates booked must be paid for, as staffing is arranged according to the number of pupils attending.

The deadline for your booking is **Thursday 15th February 2018**. Any bookings made after this date will not be accepted as any places that are still available will be offered to children who do not attend Beech House School.

Your child will need to bring with them a packed lunch, a healthy snack and a drinking bottle. Wellington boots, the red school rain coat and a change of clothes will also be needed.

The Holiday Club opens from 8.30am – 5.00pm. Please note that your child must arrive before 9.30am as we cannot guarantee that the Holiday Club will be still at school after that time.

Please complete the slip attached and to the school office by **Thursday 15th February 2018**.

Yours sincerely,

K. Sartain
Principal

Spring Holiday Club at the Lower Prep Department

I wish my child _____ Year _____

to attend the Spring Holiday Club as follows:

- Monday 19th February 2018
- Tuesday 20th February 2018
- Wednesday 21st February 2018
- Thursday 22nd February 2018
- Friday 23rd February 2018

I acknowledge that the days I have indicated are correct and I understand that I will be charged accordingly.

Signed: _____ Date: _____

Office Use Only

Method of payment:

- Cash
- Cheque
- Debit Card
- Credit Card Please note: a charge of 3% will apply

Card No _____
Start Date _____
Expiry Date _____
Issue No _____
Security Code _____
House No _____
Postcode _____