

Water Primary School

Happiness, Health & Opportunity

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Headteacher: Miss E. McKay



11th September 2023

Dear Parent/Guardian

After School Clubs

Firstly, I would like to thank you for your patience whilst I have set up the new system. With all new systems, there are always going to be teething problems, but please be rest assured that I will always sort these out for you.

The booking system should now be up and running and, if your child is attending After School Club as a “one-off”, be it until 4.25pm or 5.25pm, you can now book them the same way you would book your child’s lunch option. Please make sure you have made this booking a day in advance. If you need to book last minute for the same day, please do this by calling me at the office.

If your child is going to be attending extra provision every day; i.e. 4.25pm to 5.25pm, please log into Parent Pay and put these block bookings onto the system. That way, all registers will be up to date with the dates your child requires extra provision. If they do not attend for any reason, these dates will be removed from your account and you will not be charged for them.

If you have requested a place for your child in any of the activity clubs starting today, which are running from 3.25pm to 4.25pm, they have been allocated a place. If you have not already made payment, please could you log into your account and make payment against each activity you have booked for your child.

Below is a link to the updated list of children attending each club. If you have made any bookings, please take a moment to check that your child has not been missed, and I will ensure that this is corrected.

<https://www.water.lancs.sch.uk/attachments/download.asp?file=4948>

If you require any further information please do not hesitate to contact me at the school office.

Yours faithfully
Mrs A Graham
Office Bursar

