To all Parents and Carers,

Procedures have now changed; Office will no longer be booking any clubs including PP or tax vouchers.

We would like to inform you that from now all **Breakfast Club bookings** must be made online using only the **Wise Pay platform**.

Spring term 2 - **Monday 23rd of February to Friday 27th of March**

The price for Breakfast Club remains **£3.00 per session**, and bookings must be made for the full half term. Children must be dropped off at the usual Breakfast Club time, and we are unable to accommodate alternative dates or times once bookings have closed.

When making a booking on Wise Pay, parents will be asked to **select their preferred payment method**. We offer the following options:

Pay by booking **Tax Vouchers** **Pupil Premium**

Please ensure you **select the correct payment option** so that your child can secure a place in the correct club. We are **unable to accommodate any children once clubs are full or if a booking has not been completed correctly**. If you select **Tax Vouchers** as your payment method, you will be **emailed an invoice** .There is **no need to contact the school office** once this option has been selected.

Please note:

- The **school office is unable to make bookings on your behalf**.
- Once clubs are closed, we are **unable to accommodate any late bookings or changes**.
- Please ensure you book correctly to **avoid future charges**.

If you require help accessing your Wise Pay account or need a **password reset**, please do let us know, and we will be happy to assist.

Cut off for booking each week is 12.00 lunch time for attendance the following week