



# St Peter's C of E Academy

"Giving children the keys to unlock their future"



Chippenham, Wiltshire SN14 0LL [www.st-peters.wilts.sch.uk](http://www.st-peters.wilts.sch.uk)

13<sup>th</sup> December 2022

Dear Parents and Carers,

## Wrap-Around Care Booking System

As you are now aware, the school will take over the management of the wrap-around care from Monday 2<sup>nd</sup> January 2023. Bookings are available from Wednesday 4<sup>th</sup> January 2023.

We are offering 3 sessions each day: -

- Breakfast Club 7:30 – 8:45 am £5.50 (including breakfast)
- After School Club Session 1 3:10 – 4:15 pm £4.50 (Snack included)
- After School Club Session 2 4:15 – 5:30 pm £6.50 (Light Tea Included)

If you would like to book your child into our wrap-around care, you can do so via your parent pay account (instructions are attached). **Please ensure you book early as places are limited. If your child has any special dietary requirements or allergies, please fill in the special dietary forms attached to this email.**

If you would like to use childcare vouchers to pay for your wrap-around care, please contact the school office directly.

If you have any queries, please contact the school office.

Kind regards

Gordon Nunn

Acting Headteacher



## Making bookings

1. Go to [www.parentpay.com](http://www.parentpay.com) and log in
2. Select the child to make bookings for
3. Select **Book Meals and places**
4. Select the booking you wish to make e.g. Breakfast, ASC Session 1 or After School (Session 2) and the time of day that you wish to make a booking for
5. Select the week to view
6. Select **Make or view bookings**
7. You will then be presented with a booking screen. Schools can opt for varying functionality, so you will see the following formats:
  - Breakfast Club
  - ASC Session 1
  - After School (Session 2)
8. Make the required bookings
9. A summary will be displayed at the bottom of the page with any previous unpaid bookings shown in red

**WARNING: Any bookings must be confirmed and paid for within 2 hours of selecting them. Failure to do so will result in the bookings being automatically cancelled.**

10. Review the booking summary, and select **Confirm booking**.
11. Any credit in your Parent Account will be used to pay for the meals. Any remaining cost can be paid by Bank Transfer (if enabled), Visa Checkout or Other payment methods.