

**Orchard Out of School Club – Update for Parents**

20/06/2017

Dear Parents,

In advance of the end of this school year and in preparation for the new school year, I am contacting you to advise of changes Orchard Preschool & Out of School Club are making in respect of our Afterschool provision.

To facilitate planning of staff rotas we will seek parents to book their children’s afterschool sessions one month in advance. In respect of the new school year, starting in September 2017 we would ask parents to complete and return a Registration Form either by email *or* to: Orchard Preschool & Afterschool, 14 Ballyhegan Road, Loughgall, Co. Armagh, Northern Ireland, BT61 8PX, before **23 August 2017**. (Registration forms available from the setting or by email request.)

Unfortunately, in order to ensure the long term sustainability of the Out of School Club it has been necessary for us to review our fees as follows:

Fees will be charged in alignment to the full duration of sessions booked

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|   | Price / Hour |
| 1 Child | £3.50 |
| 2 Children | £6.00 |
| 3 Children | £8.50 |

These revised fees will be applied from September 2017.

I would like you to thank you for choosing Orchard Out of School Club in the last year and wish you and your children a very enjoyable summer break.

Kind Regards,

Martin Dalzell (Chair) and the Committee of Orchard Preschool and Out of School Club.