



25th July 2023

Dear Parents and Guardians,

OLSH Wraparound – Important Changes from 1st September 2023

We are writing to update you of new changes to our wraparound care that will come into effect from 1st September 2023. The changes are outlined below:

[Bookings/Will go live from Monday 6th November 2023:](#)

You will now be required to book a month in advance for all wraparound sessions. This will need to be completed before the 1st day of the following month. For example, all sessions for November will need to be booked by the 31st October.

If, sessions have not been booked by the 1st of each month, you will **NOT** be allocated a place in either Breakfast or Afterschool Club. We would recommend that you book well in advance of the 1st of each month, as places will be limited and allocated on a first come first served basis.

PLEASE NOTE: Once a booking has been confirmed for your child/ren for the month ahead any session/s missed will now, no longer be refunded or credited to your account. Staffing will be planned based upon bookings and therefore our current system of offering refunds and credits, can no longer be maintained.

Wraparound bookings for November 2023 will be completed using *Arbor* rather than *Schoolcomms*. This is part of our plan to have less systems in place for parents and guardians to use. We will send out further information on how to complete bookings once the system is fully set up. Once this information has been sent out, you will need to book any sessions for November 2023 by **31st October 2023 at the latest**, to ensure you have secured a place for your child or children.

Should you be unsuccessful in securing a place for your child or children in wraparound care, the school will keep a waiting list. To add your child's name to this list please email enquiry_olh@emmausmac.com with the heading, 'Before and After school Club waiting list' so that your child can be added to the list. Should places become available, they will be allocated on a 'first come first served' basis.

The capacity of both *Breakfast* and *Afterschool* club is dependent on year group and is as follows:

- Preschool 8 children maximum.
- Reception – Year 6 70 children maximum

[Timings from 1st September 2023](#)

Opening Times for *Breakfast Club* will remain the same (7.30 am – 8.50 am), however, *Afterschool Club* will start from 3.30pm and will now end at 5.45pm. **There will also be a charge of £1 per minute, per child, for children who are collected after 5.45 p.m.**

Our Lady & St Huberts Catholic Primary School,
Moat Road, Oldbury
West Midlands, B68 8ED

Tel: 0121 4222629
www.st-huberts.sandwell.sch.uk
Principal: Mrs O O'Beirne

Part of the Emmaus Catholic Multi Academy Company

Private Limited Company of Charitable Status with the Archdiocese of Birmingham
Registered in England and Wales Company No 09174154





**OUR LADY AND
ST HUBERT'S**
CATHOLIC PRIMARY SCHOOL

Charges from 1st September 2023:

Due to increases in costs, the price per session will be changing. Charges from the **1st September 2023** will be as follows:

Morning – 7.30am – 8.50 am = **£6.25**
Afternoon – 3.30pm – 4.30 pm = **£5.75**
Afternoon - 3.30pm – 5.30 pm = **£9.00**
Afternoon – 3.30pm – 5.45 pm = **£9.50**

Pre-School charges:

Afternoon – 3 – 4 pm = **£5.75**
Afternoon – 3 – 5 pm = **£9.00**
Afternoon – 3 – 5.45 pm = **£9.50**

Late charges after 5.45 pm = **£1.00 per minute per child**

We are currently updating our parent handbook, which will include all terms and conditions. A copy of the contract and details of the provision will be shared with you by 1st October 2023. All administrative forms included will need completing and returning to school before 13th October 2023. This can be done via email to enquiry_olh@emmausmac.com.

Should you need any further information, please do not hesitate to contact us.

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