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Dear Parents and Carers,

Important Changes to Wrap-Around Care Bookings for September 2026 onwards

As we look ahead to the next academic year, we are writing to inform you of an important update regarding how our Early Birds (Breakfast Club) and Night Owls (After-School Club) will operate.

Why is this change happening?

By transitioning to an upfront payment system, we can:

- Guarantee your child's place immediately upon booking.
- Accurately manage staff-to-child ratios to ensure the utmost safety, safeguarding and quality of care.

How will it work?

- **The Platform:** All bookings will be processed through Parent Pay.
- **The Process:** When you select your required dates for Early Birds or Night Owls, you will be prompted to check out and pay immediately via debit/credit card or Childcare Vouchers, if applicable.
- **Cut-off Times:** Bookings will close daily at 12 noon for the following day, the cut off time for Mondays is Friday 12 noon.
- **Cancelled bookings before 12 noon on the day:** If you cancel your booking before 12 noon you will receive an automatic refund. After this time, charges will apply. It is important to cancel your booking if your child is absent due to sickness to avoid being charged.
- **Please Note:** If a booking is made you will have fifteen minutes to make your payment otherwise the parent pay system will automatically cancel your reservation and your child's name will not appear on the club register, so please ensure the transaction is completed promptly.

What about Childcare Vouchers / Tax-Free Childcare?

We will still accept Childcare Vouchers and Government Tax-Free Childcare. If you use these methods, please ensure your account has a cleared balance before you attempt to book your sessions. Detailed instructions on how to link your voucher balance to the booking system will be sent out in a separate guide.

Next Steps

We understand that adjusting to new administrative processes takes time, which is why we are sharing this news with you now.

To make your bookings for week 1 & 2 Wednesday 2nd to Friday 11th September 2026, please do so via MS Forms, available now via the link -

Week 3 bookings for Monday 14th September onwards will be available via Parent Pay – www.parentpay.com this be available asap during the first week in September 2026 and will be shared via Reach More Parents (RMP).

If you have any questions or require support with the online payment system, please do not hesitate to contact the school office at EBNO@perton-first.staffs.sch.uk or call 01902 500450.

PLEASE NOTE: LAST MINUTE BOOKINGS WILL NOT BE ACCOMMODATED.

Kind regards,



**Mrs Anne Bennett and Mrs Emily Harris
Headteachers**