INGOLDMELLS ACADEMY

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Introducing Our New Wraparound Care Provision

Dear Parents/Carers,

We are delighted to announce the launch of our new wraparound care provision at Ingoldmells Academy, which will begin on **Monday 9th November**.

As part of our commitment to providing enriching opportunities for children beyond the school day, we will be offering two enrichment opportunities for our pupils.

Opportunity 1: FREE Extra-curricular Clubs - 3:20pm - 4:00pm, Monday to Friday Term Time Only!

Children can attend a range of exciting extra – curricular clubs free of charge. Clubs are organised by Key Stage, so please ensure you select clubs appropriate for your child.

Places are limited and bookings will be allocated on a ***first come, first served basis***.

Children must be collected promptly at **4:00pm**.

Opportunity 2: FREE Extra-curricular Clubs (3:20pm - 4:00pm) PLUS PAID Wraparound Care 4pm - 5:30pm, Monday to Friday Term Time Only!

This means, the children attending our PAID wraparound provision will first take part in their chosen FREE club before continuing into our supervised PAID wraparound care session until **5:30pm**.

The cost of this provision is: **£5.00 per child, per day.**

During the PAID wraparound care, children will enjoy a range of activities as well as receiving a **healthy snack**.

Term 2 Club Timetable

Day	Rec/KS1	KS2
Monday	Construction	Cooking
Tuesday	Mini-Movers	Mini-Movers
Wednesday	Story Creators	Content Creators
Thursday	Cooking	IGA Magazine
Friday	Creative Club	Team Sports

We are incredibly excited to launch this new provision and look forward to offering our children a wider range of enrichment opportunities after school.

The Greenwood Academies Trust is a company limited by guarantee, registered in England and Wales, registered number 06864339.
A list of Directors is available for inspection at the registered office, Central Offices, The Wells Academy, Ransom Drive, Nottingham, NG3 5LR.
Further information about us is available at http://www.greenwoodacademies.org

Booking Information

All bookings for both the **FREE clubs** and the **PAID wraparound care provision** must be made through **Arbor**.

Parents/carers should already have access to Arbor. If you are unable to access your account, please contact the school office and we will be happy to help.

Booking Deadlines

To enable us to safely staff and organise sessions, **all club bookings must be made by the Tuesday in the week before the club takes place**, similar to the ordering deadline for Willoughby Foods meals. ARBOR WILL NOT ACCEPT BOOKINGS AFTER THIS DEADLINE.

Payment

- **FREE** clubs can be booked for the entire term.
- **PAID** wraparound care can be **booked weekly** to help spread costs for families.
- Payment for wraparound sessions **must be PAID at the time of booking**.

Helpful Arbor Guides

How to book your child onto a club: https://support.arbor-education.com/hc/en-us/articles/360008179494-Signing-my-child-up-for-a-Club-on-the-Parent-Portal-or-Parent-App

How to top up your Arbor account and make payments: https://support.arbor-education.com/hc/en-us/articles/22123188173853-Top-up-accounts-and-viewing-payments-in-the-Arbor-Parent-App

We understand that there are some changes from our previous club booking arrangements and appreciate your support as we introduce the new system. We welcome any feedback from parents and carers during the early stages and ask for your patience while we establish and refine the provision.

If you have any questions, please do not hesitate to contact the school office.

Yours sincerely,
Miss J Howden
Principal

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