Dear Parent/Guardian

AFTER SCHOOL WRAPAROUND CARE 2022-23

**The Sunshine Club (3.00 – 5.30 pm) must be pre-booked in advance.**

**The Breakfast Club and 2-3 Club can be pre-booked monthly or used as a drop in facility. If using the 2-3 club as a drop in facility, please contact the school to make sure there is a space available.**

Please indicate the days and times you wish to enrol your child for either the month of September and/or October 2022 and email this to the school [info@stbrigidsps.ballymoney.ni.sch.uk](mailto:info@stbrigidsps.ballymoney.ni.sch.uk) before Wednesday 31st August 2022.

Reminder:

* All after school club documentation will be on the school website in the Our School Section - After School Club Folder.
* Documents include the After School Club Contract, a link to the form for agreement and all monthly booking forms.
* Please read the After School Contract, you will find this in the Our School Section - After School Club Folder.
* Please click on the link to agree to the terms and conditions of the After School Club Contract.
* Agreement link:

<https://forms.office.com/r/uPEadDp4zu>

* All places must be pre-booked for Sunshine Club (3.00 – 5.30 pm) and can be pre-booked for 2-3 pm and Breakfast Club as well.
* The booking form for September and/or October is available online. Please complete and preferably email to the school [info@stbrigidsps.ballymoney.ni.sch.uk](mailto:info@stbrigidsps.ballymoney.ni.sch.uk) or print and send it in with your child.
* Invoices will still be prepared on a monthly basis on receipt of your booking form and I would ask you to forward a cheque or cash for the amount specified to the office within 3 working days of receiving this invoice. Payments can also be made by bank transfer if preferred. (Please speak to Susan for bank details).

Kieran O’Neill

Principal