



Registered Address: Canford Heath Infant School, Learoyd Road, Poole, BH17 8PJ  
Telephone: 01202 380015 Email: [contact@teachpoole.com](mailto:contact@teachpoole.com)  
Company Number: 09484306

Monday 17<sup>th</sup> July 2023

## Wrap Around Care at TEACH

Dear Parents/Carers,

As the end of term grows closer, I just wanted to update you in regards to our Wrap Around care arrangements for the next academic year.

Firstly, if you have already filled in a wrap around care registration form, you will be pleased to hear that if your child currently attends school in early years through to year 5, you will **NOT** be required to fill in another form to use either our Breakfast Club or our Buddy Club from September. All we ask is that you update the school office or email [buddyclub@teachpoole.com](mailto:buddyclub@teachpoole.com) if you need to update your child's records with any pick-up arrangements or medical needs. This is vital for the safeguarding of your child.

If you would like your child to attend either Breakfast Club or Buddy Club in the next academic year and you have not already done so, please could you complete the online form which can be accessed on our school websites. Please note that that we require your online forms to be completed by **Wednesday 19<sup>th</sup> July 2023** in order for this to be processed for you before the end of term.

As we need to move the children on to our school system at the end of the academic term and then our finance department needs to update their systems, you will not be able to book your child onto our school system until 2nd August 2023 for any September slots.

All childcare vouchers need to be in our bank account by 1st August 2023 in order for the finance department to process them. Please be advised that you will need to allow a few days for the money to arrive into our account. After this date, our finance team will not be back in work until the 21<sup>st</sup> August 2023 and will process all other childcare vouchers then.

If you have a child starting school in Early Years in September and would like to use either our Breakfast or Buddy Club, please be reassured that this provision will be available to them from their first full week in school, week commencing 18<sup>th</sup> September. We will be writing to all our new Early Years parents in September about this.



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*Canford Heath Infant School*

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*Canford Heath Junior School*

*canford\_heath\_junior\_school*

*Ad Astra Infant School*

*ad\_astra\_infant\_school*

*Haymoor Junior School*

*haymoor\_junior\_school*

Finally, we would like to take this opportunity to thank you for using our Wrap Around Care provision for your children and we hope that we continue to see your lovely children in the next academic year.

Yours sincerely,



Kellie Groves  
Executive Assistant to the CEO



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