



Wickham Common

Primary School

Gates Green Road, West Wickham, Kent, BR4 9DG

Telephone 020 8462 4927

wickhamcommon@mslt.org.uk

www.wickhamcommonprimaryschool.org

Headteacher: Miss R Williams BA (Hons), NPQH

Dear Parent/Carer

Thank you for your interest in Tree Tops.

Tree Tops is an 'out of school hours' child care facility. It is owned and run by the school and is held on school premises but is a separate entity to school. Behaviour expectations from children and parents are in line with school policies. Please ensure you read the Tree Tops Terms and Conditions on the school website before registering your child via the link below.

<https://forms.office.com/e/iKTbnMEgD5>

Once you have completed the online form, we will add your child's name to the Tree Tops Arbor register and you will then be able to book and pay for the sessions you need.

Club opening times are as follows; Breakfast club opens at 7:30am and it would be helpful if children are in by 8:10am to allow them enough time to eat before the school day begins. Breakfast club is £7.50 per session.

The After-school club facility closes at 6:15pm allowing those parents who arrive on the train service into Hayes Station before 6pm ample time to get to school. After-school club is £17.50 per session.

A register will be taken at every session and parents will be required to sign their child into and out of the club. Please do not send your child if they have not been booked in.

All bookings are made through Arbor and payment is made at the time of the booking, unless you register to use childcare vouchers.

If you have any queries, please email using the Tree Tops email:

treetops@wickhamcommon.mslt.org.uk

Kind regards
School Office



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