



Oaklands Primary School

Great North Road, Welwyn, Hertfordshire AL6 OPX

Tel: 01438 715278

Email: admin@oaklands.herts.sch.uk

Web: www.oaklands.herts.sch.uk

Instagram: @oaklandsprimaryschool

Headteacher: Mr T Hassan

Deputy Headteacher: Mrs S Morgan

Monday 13th July 2026

Dear Parents and Carers,

Changes to Breakfast Club and After School Club Provision from September

To ensure that our wraparound care provision is well staffed, appropriately resourced and able to continue offering a high-quality service for families, we will be making some changes to our Breakfast Club and After School Club arrangements from September.

Advance Booking Requirement

From September, all Breakfast Club and After School Club sessions will need to be booked at least two weeks in advance.

This change will enable us to:

- Accurately staff each session according to attendance levels.
- Ensure suitable resources are available for children attending.
- Order the correct quantities of food and reduce unnecessary waste.

Cancellations and Refunds

As staffing levels and food orders will be based on the number of places booked, refunds will no longer be available for cancelled sessions.

We understand that unforeseen circumstances can arise and will consider refunds only in exceptional circumstances.

Revised Charges

Due to increasing staffing and food costs, the following charges will apply from September:

- Breakfast Club: (7:45am – 8:40am): £5.00
- After School Club (3:15pm – 4:30pm): £8.00
- After School Club (3:15 pm – 6:00pm): £13.50
- Second session only due to attendance at extracurricular club: (4:15pm – 6:00pm) £8.50

Ad Hoc Bookings

We recognise that some families may occasionally need to make bookings at short notice. To support this, there will be a separate ad hoc booking section on Arbor.



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As ad hoc bookings can have an impact on staffing arrangements and food provision, these sessions will incur an additional £1 charge per booking.

Questions

If you have any questions about these changes, please contact the school office, who will be happy to help.

Mr T Hassan
Headteacher