

## **BOOKING PROCEDURE FOR SEPTEMBER 2010-2011**

### **STAGE ONE**

- **Current School Children**  
Session sheets will be sent out with Breakfast and Afterschool sessions based on the April term, parents will be asked to confirm if still want these and/or indicate any changes for Sept 2010-2011.
- **Current Pre-school Children going to School September 2010**  
Session sheets will be sent out with Breakfast and Afterschool sessions based on the April term, parents will be asked to confirm if still want them and/or indicate any changes for Sept 2010-2011.
- **Current Pre-school Children staying**  
Session sheets will be sent out with sessions based on the April term, parents will be asked to confirm if still want them and/or indicate any changes for Sept 2010-2011. This will be split into the 3 terms to give the opportunity to build sessions up over the year.

**All forms in stage one will be available from The Hollies on Monday 8<sup>th</sup> March  
All forms need to be returned by Friday 26<sup>th</sup> March**

**All sessions booked in April 2010 term will be honoured throughout the September 2010 – 2011 academic year.**

**If you were down on any waiting lists in the April 2010 term, as indicated on the session confirmation form then your place on the waiting list for a particular session will be honoured.**

**Any changes will be allocated on a first come first serve basis.**

### **STAGE TWO**

- **New School Children**
- **New Pre-school Children**

Booking forms will be sent out by post on Monday 8<sup>th</sup> March and all forms will need to be returned by 26<sup>th</sup> March.

**All sessions will be allocated on a first come first serve basis after stage one sessions have been allocated.**

**All sessions will be confirmed week beginning 12<sup>th</sup> April 2010**