



Ettington Church of England
Primary School

Dear Parent/ Carer,

Do I need to book my sessions?

Everyone's Preschool and BASE sessions will be booked this way – please book your sessions as below. Your current places are not automatically carried over into the Autumn term or new school year but we can confirm we do not have any children on waiting lists and have capacity in all sessions.

We recommend to **guarantee your bookings, you book your sessions for the whole academic year.** We do not envisage there being a problem with capacity.

I haven't registered yet

Your account will be created automatically by the School Office team. If you are unsure which email address has been used to set up your account, please contact us at etpbookings3024@welearn365.com.

Once you know the email address linked to your account, you can use the 'Forgotten Password' link to set a password and gain access.

Before you can book any sessions, there are a number of account tasks that must be completed, such as providing consent information and setting up a collection password. Any outstanding tasks will be displayed on the home page of your account when you log in.

Once all required information has been completed, you will be able to proceed with your bookings.

How do I book?

For those who already have an account, you can now book your sessions. Please see the below *Magicbooking* activities to make sure you book the right option(s) for your circumstances. This may be a combination of more than one of the options. **Please decide carefully before you make a booking as our monthly cancellation period applies immediately.**

Churchill Close . Ettington . Stratford-upon-Avon . Warwickshire . CV37 7SP . Tel: 01789
740236

Headteacher: Mrs M Crowe .

School Email: admin3024@welearn365.com

Pre-school Email: preschool3024@welearn365.com



BASE Club	Wraparound sessions for children attending the Primary School on regular days every week of the term.
Buttercups/ Daisies Preschool Wrap Around	Wraparound sessions for children attending the Preschool on regular days every week of the term.
Buttercups/ Daisies - Funded Hours - 26/27	Morning and Afternoon sessions 0930-1530 on regular days every week of the term. <i>Funded hours will need to be approved by an administrator after booking before a confirmation is sent.</i>
Preschool Holiday Club	Holiday Clubs will run from 0830-1630 on a Tuesday, Wednesday and Thursday on select dates during holiday periods.

Payments

If you choose to pay monthly, *Magicbooking* will calculate what payments are needed. If you are paying with tax-free childcare and/ or childcare vouchers, there may be a small payment needed up front if your scheduled tax-free/ vouchers will not cover the full booking period.

I need help!

As your first port of call, please use the Help? Section on the top right hand-side of the *Magicbooking* website. Further instructions on how to book, access bookings and account details can be found there and your query is likely to be solved.

If your question cannot be answered from the magicbooking Help? section, please email us on etpbookings3024@welearn365.com.

Kind Regards

School Office

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