



Churchill Close
Ettington
Warwickshire
CV37 7SP

& BASE Club

01789 740919

info@ettingtonpreschool.co.uk

Dear Parents/Carers

Welcome!

In your induction pack, you will find a registration form for BASE (Before and After School Ettington) Club.

If you would like your child to attend, please complete the form and indicate the sessions you would like your child to attend. BASE is very popular and there is limited availability so we will do our best to accommodate the sessions you require however, we will date the registration forms when received and where we are oversubscribed we will apply criteria in order to ensure places will be allocated fairly.

Please attach a cheque for £40 made payable to Ettington Pre-School to the registration form and if your application is successful we will bank the cheque.

We will hold a waiting list but please note last year we were unable to provide a place from the waiting list. Adhoc places are sometimes available on the day but only if an existing BASE child is not in school on that day.

You will also find attached a list of the fees which are invoiced termly but you do have the option to pay monthly; we ask that all fees are paid by the end of the term in which they have been invoiced. We accept childcare vouchers, tax free childcare and payment by BACS.

Please be sure to read our terms and conditions carefully and return one copy to us should your application be successful.

If you have any queries please do not hesitate to contact us. By email is the preferred method as Ruth, our administrator, works from home but picks up the emails.

Yours sincerely,

Clare Galsworthy
Ettington Preschool Manager