

SONNING CHURCH OF ENGLAND PRIMARY SCHOOL

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Headteacher
Mr P Sherwood

23 July 2025

CHANGES TO OUT OF SCHOOL CLUB (OSC) PRICING AND PROVISION FROM SEPTEMBER 2025

Dear Parents, Carers and Guardians,

I am writing to inform you of some important changes coming into effect from September 2025, relating to pricing, policy and the offer we provide.

Firstly, thank you for your continued support of our out of school club (OSC) provision, which many of our families rely on to help balance work and home life, as well as provide an engaging and enjoyable environment for their child/ren. I would also like to thank our OSC staff who have worked tirelessly during the year to provide a fun, safe and engaging environment for the pupils. We were also delighted by the feedback from our parent survey, with 100% of families reporting that they would recommend our OSC to another parent for the third year in a row.

New session charges from September 2025

Following a recent local governing body meeting, we have taken the decision to increase session charges for the OSC. These charges have been scrutinised and approved by our local governing body, and will come into effect from September 2025. The new session charges are as follows:

Club type	Current charges	New charges (from Sept 2025)
Before-School Club (BSC)	£5.50	£6.50
After-School Club (ASC): Part Session	£7.00	£8.50
After-School Club (ASC): Full Session	£12.00	£13.00

Our policy will be updated to reflect this, and can be found on our website in September 2025.

We have carefully considered increasing the session costs, and our new session costs reflect the following changes we have experienced over the past few years:

- Increased staffing costs due to the national support staff pay uplift.
- Rising national insurance contributions.
- Continued increases in the cost of food and consumables.
- An increase in Acorn class pupils year-on-year attending OSC (Acorns require a higher pupil to staff ratio).

However, as well as looking at pricing, we are also considering our offer and the benefit to our pupils. As part of our ongoing commitment to improve the quality and experience of wraparound care, we are investing in an exciting new play and development programme known as OPAL (Outdoor Play and Learning). This nationally recognised initiative will support our staff in transforming the way play is delivered, helping children build creativity, resilience, and cooperation through high-quality, well-resourced and inclusive outdoor play. This will be part of our lunchtime provision, but will also be used to bring in new enhancements for our OSC. By heavily investing in this new play programme, we will be developing a valuable resource for the children. The implementation of this new training and opportunity package which will have considerable value to our OSC offer in due course.

We understand that price increases can be challenging, and we have worked closely with governors to keep these changes as affordable as possible while ensuring the sustainability and quality of our provision.



Building strong foundations for the years ahead (Matthew 7:24-25)





Booking an ad-hoc session and related prices

As a reminder, an ad-hoc booking is one made within 24 hours of the session's start time. From September 2025, ad-hoc booking prices will be as follows:

Club	Current charges	New charges (from Sept 2025)
Before-School Club (BSC) AD-HOC	£7.00	£8.00
After-School Club (ASC): Part Session AD-HOC	£8.50	£10.00
After-School Club (ASC): Full Session AD-HOC	£13.50	£16.00

Bookings cannot be made via Arbor for a session which is due to start within the following 24 hours. To make an ad-hoc booking, parents must contact the school office to make the booking. At this point, the school will raise an invoice for the full ad-hoc amount. Any outstanding payments (including an ad-hoc session that has been booked) must be settled before any future sessions can be booked. If you have credit on your account, this can be used to book the session.

Financial support

For those families whose child/ren are in receipt of the Pupil Premium Grant (PPG), or other families who may consider themselves unable to afford wraparound care, please do get in touch with us in confidence if you need to discuss this situation. We may be able to offer support or signpost relevant assistance to enable your child to access the OSC.

Amendments to session - updates

From September 2025, the following terms will apply to amendments for sessions:

- Amendments may be made, if they are made more than 24 hours in advance of the session and if the request is emailed to the Operations Manager for discussion and processing.
- Approved amendments will result in a credit to your child's Arbor account, not a refund. This credit can then be used against a future booking.
- Any cancellation made within 24 hours of the session will not be eligible for amendment or credit, unless in exceptional circumstances. Any request under 'exceptional circumstances' should be made to the Operations Manager via email as soon as possible within that 24-hour window.
- All decisions will be taken by the Operations Manager and/or Headteacher, and all decisions are final.
- Any communications to the Operations Manager can be made via operations@sonning.wokingham.sch.uk

These updates will all be incorporated into an updated version of the OSC Policy and Procedures, which will be released in September 2025.

Thank you for your understanding and support as we continue to evolve our provision in line with the needs of our children, families and school community, and we look forward to welcoming your child/ren in September to another exciting year at our OSC.

Yours faithfully,

Mr Phil Sherwood
Headteacher

