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11 July 2023

Dear Parents,

With the end of the academic year fast approaching, we are at the time of year when we need to balance the following accounts:

Dinner Money
Breakfast Club
Nursery
Ark

If you have any payments that you still need to make, please can we kindly ask that you settle your accounts by next Wednesday 19th July at the latest. This can be done either via Arbor or in cash.

Any balances not cleared may be referred by the Trust to begin formal steps to recover the sums. If you are experiencing difficulties paying then please contact the school office to speak to Miss Hunt and an appropriate repayment plan can be put in place. The school is keen to provide any necessary assistance and support it can where possible.

Any accounts in credit will roll over to the new academic year.

From September, we have been instructed by the Trust that we will be going cashless, meaning that the majority of items will need to be paid electronically via Arbor. Arbor offers payment via card or through Apple Pay. The only exceptions to this, when we will be able to accept cash, will be for things such as charity donations, fairs, fund raising events or bake sales. There will be drop in sessions at the beginning of the Autumn Term if you are unfamiliar with how to use the payment sections of Arbor, dates are still to be confirmed.

If you need help accessing Arbor please let us know.

Many thanks

Hayley Shelley
Kirsty Walton
Katy Wilson
Admin Officers