



Change of Hours Form – Current Pupils Kensworth CE Academy Preschool Saplings Class



Please use this form to change or add to your child's sessions for Autumn Term 2025, this form needs to be returned to the School Office by Monday 7th July 2024.

Your contact details:

Parent/Carer Name:..... **Child's name:**

		Autumn Term 2025 Please tick either Option 1 or Option 2 plus an Add On (if required) or Option 3.
Option 1: 15 Hours	Your child will attend every morning Monday to Friday 0845 to 1145 (5 days x 3 hours per day = 15 hours)	
Option 2: 30 Hours	Your child will attend Monday to Thursday 0845 to 3.30 and Friday 0845 to 11.45 = 30 hours. Please provide a healthy packed lunch.	
Option 3	Your child will attend 0845 to 3.30pm (6.75 hours a day) and block days together. For example – Mon & Tuesday or Monday, Tuesday & Wednesday or Thursday & Friday. If a blocked day includes a Friday no charge for Forest School. Please talk to the School Office to discuss.	Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/>
Add On to Option 1 and Option 2:	Friday Forest School 1145 to 1530 £18.75 per session Please provide a healthy packed lunch <u>Autumn Term 2025</u> , 15 sessions £281.25 payable in three equal instalments 1 st September 1 st October and 1 st November Paid via Arbor App or Arbor Parent Portal.	

All sessions are subject to availability.

You can only choose one option and an Add On for the term.

Mix and match options are not available.

If chosen children will attend all Friday Forest School sessions for the term, due to staffing and timetable restrictions of preschool.

Hours charged at £5 per hour if funding code does not meet the hours needed for child.

Please turn over



Kensworth Preschool Term Dates 2025 – 2026

Autumn Term 2025	Tuesday 2 nd September 2025 to Friday 19 th September 2025
	INSET DAYS: Monday 1 st September Monday 3 rd November
Spring Term 2026	Tuesday 6 th January 2026 to Friday 27 th March 2026
	INSET DAYS: Monday 5 th January Monday 23 rd February
Summer Term 2026	Tuesday 14 th April 2026 to Friday 17 th July 2026
	INSET DAYS: Monday 13 th April Monday 20 th July

Kind regards
The School Office

For office use only

Dates Parent/s informed of change via email:

Comments: