



Billingshurst Primary Academy

Headteacher: Ms Marion Ley

Station Road, Billingshurst,

West Sussex RH14 9RE

Tel: 01403 782789

E-mail: office@billingshurstprimary.org.uk

Website: www.billingshurstprimary.org.uk

Ambition
Belonging
Courage

Important Update: Interim Wrap-Around Care Arrangements

Dear Families,

We are pleased to announce that following a busy period of hard work behind the scenes, we will be offering **before and after-school care starting Tuesday, 24th February. This service will be for children who normally use Wakoos in the first instance.**

While we work toward a permanent arrangement and official launch, these interim arrangements will ensure that our families have access to the childcare they need. Please find the key details for the new provision below:

Session Times & Location

All sessions will run out of the **Key Stage 1 (KS1) Hall** for both drop-off and collection.

- **Breakfast Club:** 7:30 am – Start of the school day
- **After-School Club:** 3:10/3:20 pm – 6:00 pm

Payment Information

For this interim period, all payments should be made via **ParentPay**. Charges will be finalised next week and we will let you know as soon as possible. Please note that these charges will be temporary and may be subject to change once our permanent wrap-around care structure is finalised.

Session Type	Time	Price
Morning Session	7:30 am – School Start	TBC
Afternoon Session	School End – 6:00 pm	TBC

Booking & Ratios

To ensure we maintain safe staff-to-child ratios, **all children must be booked in advance**. We cannot accept walk-in attendees at this time, as staffing is allocated based on the number of pupils registered for each session.

PLEASE EMAIL THE FOLLOWING EMAIL ADDRESS FOR BOOKINGS. BOOKINGS WILL ONLY BE TAKEN FROM THIS ADDRESS.

bpawac@billingshurstprimary.org.uk

You will receive confirmation of place by email until we can implement an online booking service.

Please request a place for the first week back by Friday 20th February 2026

We appreciate your patience and support as we get this service off the ground. Our goal is to provide a seamless and welcoming environment for your children, and we look forward to seeing them on the 24th.

Kind regards,

Marion



Head Teacher



**Artsmark
Gold Award**
Awarded by Arts
Council England

