



OAK HILL FIRST SCHOOL

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Headteacher: Miss L Kelly - BEd (Hons)

Monday 13th November 2017

Dear Parents/Carers,

Nursery Payments

Thank you for your continuing support of our Nursery as a whole and where applicable making payment for your childcare places.

Please be aware that the notice period required for cancellation of a place either for lunchtimes or for a whole session is one month. Therefore your child's place if applicable will still be invoiced for a 30 day period upon receipt of cancellation in writing, even if they are not in attendance.

If you have any concerns please do not hesitate to contact me.

Yours Sincerely,

Miss Newman
Office Manager