



Station Road
Kiveton Park
Sheffield
S26 6QP

Headteacher: Mrs J Senior
Assistant Headteachers: Mrs R Goucher
Mrs R Idell

Chair of Governors: Mr M Hall

Phone: 01909 770303

e-mail: school@kpi.jmat.org.uk

Website : www.kivetonparkinfants.co.uk

Wraparound Care

Making a Booking

- To make a booking, select 'Clubs' from the menu
- Select the week you would like to make a booking for and then select the relevant days too, click on 'Add to Basket'. Complete this process for all of the weeks you would like to make a booking for
- Once you have added all of the sessions you would like to book, click on 'Make Payment' and enter your credit or debit card details
- Payment is required in full at the time of booking
- If you are paying with Childcare Vouchers, you will need to select the 'Reserve Now' instead of 'Add To Basket' option and email school on school@kpi.jmat.org.uk to advise that payment will be made using Childcare Vouchers. Your payment needs to have been received by school prior to your child's first booked session; once we have received confirmation from your childcare voucher provider that payment has been made, your payment will be entered onto SchoolMoney by office staff
- Booking closes at midnight for the day after, if you have an emergency and need to book on the day, please contact the school office, who will accommodate your request, if places are available. Payment will be required over the telephone via your debit or credit card
- Please cancel any unwanted sessions on SchoolMoney at least 24 hours prior to when they are booked for, if 24 hours' notice is not provided, you will lose your money for the missed session. If you need to cancel a booked session on the day, please contact the school office.
- If you are not able to pay using a credit or debit card, we do have the facility for payments via pay point outlets. Please ask a member of the office staff for your child's payment barcode, a list of paypoint outlets can be found at consumer.paypoint.com