



09 December 2022



[Register now: Our booking system for wraparound childcare is going live](#)

Dear Parents,

We wrote to you previously to introduce ourselves in relation to Saltersgate Infant's new wraparound childcare, starting from January. To provide a brief recap of this:

- From January 3rd the school will manage all of the operational running of the wraparound childcare itself.
- Our company (Childcare Bookings for Schools) will deal with all of the bookings, payments, customer support and other associated administration.

Online registration is now open

We are very pleased to announce that the online booking system for Saltersgate Dragonflies wraparound childcare is now live. You can access the system by clicking [here](#) or visiting <https://saltersgate-infants.cbfs.uk/>

The account registration process is completely free and should take no longer than 5 minutes to complete. All that is required is for you to provide details for:

- The account holder (you) and your child(ren)
- Two different emergency contacts
- A payment card (no payment will be taken, but a card will be required to make bookings)

We would strongly recommend that you take the time to register an account now, to be prepared for securing the spaces you need once bookings open.

Bookings will open

Once you have registered an account, you will be able to start making bookings from 12noon on 12/12/22. To do so, you can simply log in to your account and use the 'Bookings' dropdown menu at the top of the webpage.

Please be aware that available spaces will be allocated in the order that booking requests are received. Although, a priority booking period will be allocated to families who access the current childcare provider to ensure a level of consistency for their child. The school have told us they are expecting demand to be high next year so, with both breakfast and after school club having strictly limited capacities, please be sure to act as soon as you can to avoid disappointment.



Next steps

If you think you may need to use the on-site wraparound childcare next academic year, please do take 5 minutes to register your online account now. Should you think you will require wraparound childcare from the start of the school year, please make a note that bookings for this will open on **Monday 12th January 2022 from 12noon.**

We look forward to working with the school and supporting you with your childcare needs.

Kind regards,

Alistair Eagle

Alistair Eagle
Childcare Bookings for Schools

Lisa Booth

Lisa Booth
Childcare Manager



[Childcare Bookings for Schools – Frequently Asked Questions](#)

What types of booking will be available?

Permanent bookings – the same sessions each week, guaranteed on a rolling and ongoing basis.

Ad hoc bookings – individual dates with no ongoing commitment, subject to availability at the time of booking.

When will payment be due for any bookings made?

For permanent bookings – Monthly bills, for the exact amount of that month's childcare, are processed in advance on the 1st working day of each month. For example, a permanent booking made now will not incur any charge until 1st September. At this point, you do not need to do anything – payment will be taken automatically for all booked sessions falling in September.

For ad hoc bookings – Payment is due at the time of booking, in order to checkout and complete the process.

What payment methods are available?

We can accept payments via Card, Childcare Vouchers or the Tax-Free Childcare scheme.

Payments cannot be made via BACS, cash or cheque (either at club or direct to our office).

How do I pay via Childcare Vouchers or using the Tax-Free Childcare scheme?

Once you have registered an account on our online booking system, simply send us a Childcare Voucher or Tax Free Childcare payment. Once the payment reaches our bank account, these funds will be credited to your Online Account Balance. Your Online Account Balance can then be used as a payment method when making bookings.

Please allow 4 days for any Childcare Voucher or Tax Free Childcare payments to reach us. To avoid any further delay, please provide us with your child's unique Tax Free Childcare reference in advance; or use your child's full name as the reference for any Childcare Voucher payments.

Can I send Childcare Vouchers or Tax-Free Childcare payments without making a booking?

Yes – you can make Childcare Vouchers or Tax-Free Childcare payments at any point.

Indeed, many CBfS customers build and maintain a surplus in their Online Account Balance to prepare for their monthly bill or avoid waiting for individual payments to clear when making ad-hoc bookings. This credit can be returned to you at any point.

Is there anything I need to do now?

If you think you may need to use wraparound childcare next year – please register an online account now.

If you already know that you will need wraparound childcare in September, please make a note that online bookings will open on 12/12/22 (on a first come, first served basis).