



Burnside Academy

Brinkburn Crescent

Houghton-le-Spring

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Headteacher: Mrs L Kelly

21st November 2025

Dear Nursery Parent/Carer,

ADDITIONAL PAID NURSERY SESSIONS

I am delighted that our Additional Paid Nursery sessions are becoming so popular. With this in mind please can I remind you that sessions must be booked and paid for a week in advance (£13.50 per session if collected at 3:00pm or £15.00 per session if collected at 3:25pm) including the cost of lunch (£2.50 per day). Payments can be made online or via the main office.

Unfortunately, we cannot accommodate any additional children if they are not booked in advance. The reason for this is to make sure that we have the correct staffing levels and our school cook caters for the correct number of children.

If your child is entitled to 30 hours and you would prefer to collect them at 3:25pm, the cost will be £1.50 per day or £7.50 per week.

Unless your child is booked in for the same days each week, please complete one of the attached slips by Friday each week and hand it to staff at the school office. Additional slips are available at the school office.

Thank you for your co-operation and please do not hesitate to contact us if you have any queries.

Regards

Mrs Kelly

Head Teacher