

Dear Parent,

We recently wrote to you to let you know about the implementation of our **magic**booking platform.

Things are progressing well at our end, and we are now in a position to share more information about the implementation of our new booking system.

Please note: You must use this system to book your children into our clubs from September 2019. Your previous bookings will not transfer across to the new system.

What is changing

Account: You will be able to create your account and will be able to make or cancel bookings, access past bookings details and payment history 24/7. You will also have full control of yours and your children's data including health care plans, emergency contact details, authorised collectors and communication preferences.

Bookings: You will make your bookings online instead of filling forms, sending emails or calling us.

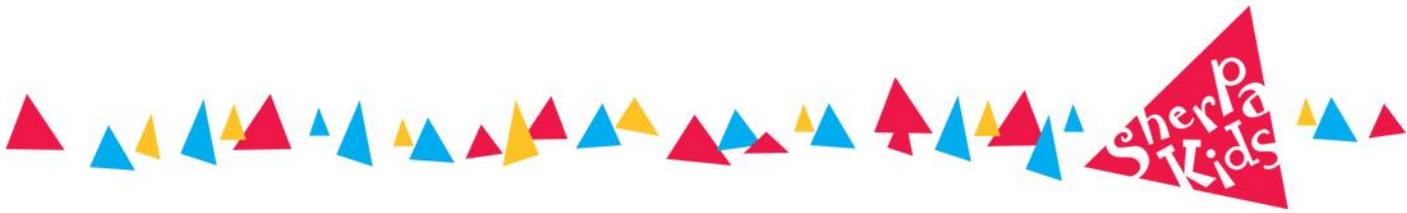
Payments: You will be able spread the cost of your booking with a monthly instalment plan. This only applies to booking that last over 34 days and your payment plan will be of the same duration as the booking.

Your payments will be equal every month, making it easy to budget your expenses. It works a little bit like your utility bills, you pay the same amount every month regardless of how much you consume, the only difference is that there won't be any adjustment at the end of the period as these will happen in real time; if you cancel or add dates to an existing booking your monthly payments will automatically be adjusted to reflect the cost difference.

The other good news is that you won't even have to worry about remembering to make your payments! After making your first payment online at the point of booking, your following instalments will automatically be taken on the same date every month. You will receive a reminder 5 days before your payment is taken.

Of course, bookings that are for a period shorter than 34 days will have to be paid upfront.

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Childcare voucher and TFC: You will be able to integrate the element of Childcare voucher and TFC at the point of booking. The system will then give you the balance to pay based on how much you are planning to pay with the tax-free scheme. **You will still need to instruct your Tax-free scheme to pay us.**

Where to find your account

You can create your account by clicking the link <https://sherpakids.magicbooking.co.uk>.

Simply click the button 'Create an account' and follow the process described in the attached document. It takes 5 to 10 minutes to create your account and add your children details, and we swear you will never have to fill in a paper form ever again!

We would be grateful if you could complete your registration and add your children to the system by 01/09/2019 so that we can start the new school year on our new platform.

If you have any questions, please feel free to contact us using the details below