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17<sup>th</sup> July 2020

Dear Parent / Carer

## RE: Out of School Child Care Provision – ‘The Club’

We are pleased to announce that our breakfast and after school club will be re-opening from Thursday 3<sup>rd</sup> September. We look forward to welcoming everyone back and also welcoming the new Foundation Stage starters. Due to government guidelines there will be some changes in The Club but we will still try to make it as fun as possible. Changes such as ‘bubble’ groups, staggered breakfast eating times, reduced activities and more outdoor play. Please see the link for more guidance from the DFE:

[www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak](http://www.gov.uk/government/publications/guidance-for-parents-and-carers-of-children-attending-out-of-school-settings-during-the-coronavirus-covid-19-outbreak)

To reduce the risk of transmission within a setting, we need to aim to minimise the number of different people each child comes into contact with. As such, we will seek to maintain consistent groups in line with their new school ‘bubbles’. This means children will be assigned to a particular class or group and should then stay in those consistent groups for future sessions.

As far as it is possible, groups should also not be mixing within the setting itself.

Potential challenges to achieving consistent groups may include:

- children attending based on varying booking patterns
- the emergence of safeguarding or welfare concerns
- variance in the ages of children attending

To overcome such challenges, we will use our best judgement in creating and frequently reviewing groups in order to minimise the amount of ‘mixing’. As always, any decisions will be made with full consideration of any ongoing welfare needs or safeguarding concerns.

Please note the following changes:

- Children will only be allowed to mix, where possible, with their class bubble while attending the club, this may limit some activities but we will try and make it as fun as possible for them
- More outside play where possible
- Breakfast will be eaten with other members of their bubble
- Bookings will be required no later than 1pm the day before
- There will be no late or on the day bookings accepted, this includes those who just turn up without booking, with no offence intended you will be turned away
- Drop off and collection times must be adhered to
- Staff will adhere to the 2 metre social distancing guidelines where practicably possible. When they are required to be closer they will keep this time to a minimum and will not work face to face with children
- Children will wash their hands for at least 20 seconds on arrival at school, before leaving, before and after eating, after sneezing/coughing and after using the toilet
- enhanced cleaning schedule in place at school

Please talk to your children about ensuring good respiratory hygiene (Catch it, bin it, kill it!) and the importance of hand washing – there are some helpful resources on the school web site to support this.

Please do bear in mind that every effort will be made, where practicably possible, to follow the control measures we have in school however, there will be times when it is impossible to conform to these as children are unpredictable and have varying degrees of needs at different times.

As I am sure you are aware, guidance is changing on a regular basis and we will endeavour, as always, to keep you fully updated of any further changes via the text service and use of the school website.

Please ensure you book your place online at [www.scopay.com](http://www.scopay.com) and make your payments in advance to secure your place. If your child's place is not booked and you just turn up on the day unfortunately you will be turned away. This is to ensure the safety of your child and that we have the correct staffing ratios and space.

Changes and additional bookings can be made by email at [office@stanfordschool.co.uk](mailto:office@stanfordschool.co.uk) or over the phone to Mrs Toyne, 01472 318003. Please let us know as soon as possible of any changes, we will try and be as flexible as possible but we do require 48hrs notice or the session is still chargeable.

After the summer break, commencing 3<sup>rd</sup> September 2020, there will be some changes to our pricing structure. Changes to the National Living Wage in April 2020 mean we have to increase session costs, please see table of new costs attached. We run 'The Club' as a non-profit facility and the income gained pays for the staffing, food and activities provided, we have tried to keep the increase to a minimum.

The breakfast club will continue to include a healthy breakfast and exercise activity, afterschool club a small snack and juice will be provided.

Discounts for additional siblings will still be allowed, also the 8.00am session can be provided for Pupil Premium children on request.

Any queries please speak to Miss King the business manager.

Yours faithfully



**Mrs L Hackfath**  
**Head Teacher**

**Stanford Junior & Infant School – Out of School Childcare Provision**  
**The Club – Session Prices – September 2020**

<b><u>Session Code</u></b>	<b><u>Breakfast Sessions</u></b>	<b><u>Amount</u></b>
A	Breakfast Session - 8.00 – 8.50 am	£ 2.50
B	Breakfast Session - 7.45 – 8.50 am	£ 3.25
C	Breakfast Session - 7.30 – 8.50 am (On Request)	£ 6.00
G	Breakfast Session - 8.00 – 8.50 am (Additional Child)	£ 2.00
H	Breakfast Session - 7.45 – 8.50 am (Additional Child)	£ 2.50
I	Breakfast Session - 7.30 – 8.50 am (Additional Child, On Request)	£ 5.00
<b><u>After School Sessions</u></b>		
D	After School Session - 15.15 – 17.00	£ 5.25
E	After School Session - 15.15 – 17.30	£ 6.25
F	After School Session - 15.15 – 17.45 (on Request)	£ 7.25
J	After School Session - 15.15 – 17.00 (Additional Child)	£ 4.50
K	After School Session - 15.15 – 17.30 (Additional Child)	£ 5.50
L	After School Session - 15.15 – 17.45 (Additional Child, On Request)	£ 6.50
M	After School Session - 16.15 – 17.00 (After Sports Club Rate)	£ 3.00
N	After School Session - 16.15 – 17.30 (After Sports Club Rate)	£ 3.75
O	After School Session - 16.15 – 17.45 (After Sports Club Rate, On Request)	£ 4.50

These prices will take effect from Thursday 3<sup>rd</sup> September 2020