

Tuesday 14th December 2021

Dear Parents/Carers,

Having completed our first term of booking clubs through the school app, it has become apparent that we need to make some changes to the way in which After School Care is booked. In order to ensure appropriate staff to pupil ratios and cost effectiveness, we will be limiting numbers on days where the uptake has been limited this term. The table below shows the available spaces on each day:

Day	Spaces available
Monday	8
Tuesday	15
Wednesday	15
Thursday	15
Friday	8

You will still be able to book (if places are available) or cancel your booking up until 2:00pm on the day.

Booking through the app has been very successful, particularly for those booking in advance. However, we need to ensure that **all pupils attending after school club are booked in every day**. On some days this term, we have had children staying for after school care, when they are not booked in. This can cause a problem if the club is already full. If your child is attending a sports club and needs to stay for After School Care later, they need to be booked in for the whole session to reserve their space.

If your child stays and has not been booked in, we will call you to collect them. If the club is full, we will not be able to allow them to join the club and they may have to wait with the staff member in the school office until they are collected. This will also incur a charge of £7.50 (the cost of After School Care), which will be charged through the app.

If After School Care is full and there is an emergency which means that you require last minute child care, please contact the school office who can try to find a potential solution.

We appreciate your understanding while we attempt to find the best solution for the school and our families.

Yours Sincerely



Catherine Hasker
Acting Head teacher

