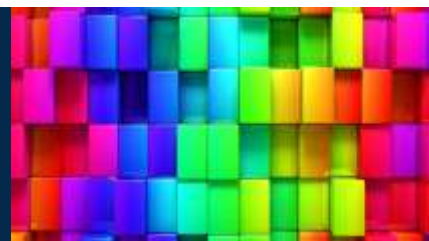


St Mary's Early Years Breakfast and After School Club



St Mary's CE School, Kendal Road, Kirkby Lonsdale, Carnforth, Cumbria, LA6 2DN Tel. 015242 71334

Dear Parents

BREAKFAST AND AFTER SCHOOL CLUB FOR NURSERY PUPILS DURING THE ACADEMIC YEAR 2021/22

If you would like to book Breakfast and or After School Club provision for your child, please complete the booking form attached, confirming which days of the week you would like your child to attend in the new academic year.

Both clubs are very busy, so please return your completed form to the school office as soon as possible. Places will be allocated on a first come, first served basis. If your requirements change throughout the year please inform me in writing, and please be aware that we require 4 weeks' notice to cancel your place(s) for invoicing purposes. All booked sessions must be paid for, and credit will only be given in exceptional circumstances.

Breakfast Club

Breakfast Club runs in the school hall from 7.45am – 8.45am each morning. Our Club Leader is Miss Robinson, who also works as our Nursery Teaching Assistant and Lunch Club Leader. Children can be dropped off with a member of staff who will remain with them throughout the morning. For children who arrive at school before 8am breakfast can be provided for a small additional charge. We have a choice of cereals, yoghurt, toast, pancakes and fruit. Our Breakfast Club services pupils throughout the school from Nursery up to Year 6, which our younger pupils enjoy. Children can choose from a variety of indoor activities before they are taken to the Nursery Classroom to join their classmates.

After School Club

After School Club runs in the school hall until 6pm each afternoon, however, please note there is no ASC session on the last day of each full term, ie. Christmas, Easter & summer. Children who attend After School Club are usually found outside engaged in activities, unless the weather is really terrible and forces us inside. We run a variety of different activities including craft, science and baking, we work hard to ensure there is something to interest all of the children who attend. We provide a snack early on in the session, typically bagels or toast and fruit, and the children who stay later are offered a further small snack to keep energy levels up as it gets close to tea time. The children who attend on Fridays are treated to pizza! The cost of the snack is included in the session charge.

Charges

Charges for both clubs are detailed on the booking form (attached).

Invoices are raised half termly for any paid provision. They are sent out 4 weeks before the end of the half term with the expectation that they are paid in full by the last day of the half term. You will receive a paper invoice that shows the breakdown of your charges and will be sent a text message and email inviting you to make payment on School Money, our online payment provider. Childcare voucher payments, including the Government scheme are accepted.

One off sessions may be available, but unfortunately cannot always be guaranteed.

If you have any questions please don't hesitate to get in touch with me in the school office.

Yours sincerely

Cath Billington
School Business Manager

... always fun

Breakfast Club Sessions for Nursery Pupils Academic Year 2021/22

Name of Child/Children: _____

I would like my child to attend Breakfast Club on (please tick below):

Monday	Tuesday	Wednesday	Thursday	Friday

I understand that I am booking these sessions for each week throughout the academic year. I will inform the school office in writing if I no longer require these sessions and I understand that I am required to give 4 weeks' notice if I choose to cancel a place. Each session costs £4.00 per child and breakfasts are charged at 50p.

Signed _____ (Parent) Date _____

After School Club Sessions for Nursery Pupils Academic Year 2021/22

Name of Child/Children: _____

I would like my child to attend After School Club on (please tick below):

	Monday	Tuesday	Wednesday	Thursday	Friday
Short Session: 3.30pm – 4.30pm £5.00					
Mid-session: 3.30pm – 5.30pm £10.00					
Long session: 3.30pm – 6.00pm £12.50					

I understand that I am booking these sessions for each week throughout the academic year. I will inform the school office in writing if I no longer require these sessions and I understand that I am required to give 4 weeks' notice if I choose to cancel a place. If you collect your child later than the time booked you will be invoiced for the additional charge on your next invoice. For any collections after 6.00pm our late collection policy charges apply.

Signed _____ (Parent) Date _____

... always fun