



Head Teacher: Carole Clemens B.Ed Hons PGDipEd

Tel: 0115 917 9881

Email: office@totonbanksroad.notts.sch.uk

Email: head@totonbanksroad.notts.sch.uk

September to December 2023

Breakfast Club and After School Club

Dear Parents and Carers

We consulted parents recently on the possibility of changing the closing time and/or cost of After School Club. Having carefully considered the consultation responses we have decided to make no changes at present. The cost of After School Club will continue to be £12.50, and the closing time will remain to be 6pm.

New for September 2023 - we are delighted to be able to extend the offer of Breakfast Club and After School Club to children who attend Bispham Drive in Year 3 and have no sibling link at Banks Road.

After School Club sessions cancelled at short notice will now be charged as follows due to the deadline for finalising the shopping order and staffing arrangements:

If cancelled by the Thursday of the week before the session – no charge.

If cancelled after the Thursday of the week before the session - £3.00 charge.

Who can attend?

Any child who attends Banks Road Infant & Nursery School and their siblings who attend Bispham Drive Junior School can attend the Breakfast and After School clubs.

Breakfast Club

- Breakfast Club opens at **7.30am** and last entry is **8am**. We will not be able to admit any children arriving after 8am, we must be very strict about this and children arriving after 8am will be turned away until school starts.
- A healthy breakfast of cereal, toast and yoghurt and a drink of fruit juice or hot chocolate will be served. Children then are allowed either free play or adult led games and activities until it is time to go to the classroom.
- We continue to offer a 'drop-in' service. You do not have to book in advance.
- Bispham Drive children with siblings at Banks Road or who are in Year 3 are welcome to attend. They will walk to Bispham Drive with a member of Banks Road staff in time for the start of school.
- The cost per session will be £5.50. We are now a cashless school. Payments should be made via childcare voucher schemes or Pay360 where possible. We would prefer payments to be made in advance.
- Failure to pay in full for wrap around care services in a timely manner may result in the withdrawal of our services for your family.

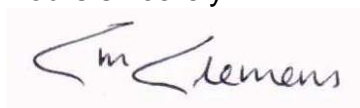
Banks Road, Toton, Beeston, Nottingham, NG9 6HE. **Web:** www.banksroadschool.co.uk

After School Club

- Each week Afterschool Club has a different theme e.g. under the sea, transport, the 5 senses. Furniture, equipment and toys are provided for a range of activities. These include art, indoor and outdoor games, board games and puzzles, music and drama, reading and storytelling, imaginative play and quiet time such as television. The age of our children is considered so that activities are appropriate. We offer a range of activities to promote child development **through play**. There will be a balance of indoor and outdoor activities, weather permitting.
- Children will be provided with a light tea, prepared on the premises by our staff. The food will be healthy and nutritious and we encourage a “family” type atmosphere. All food and drink will comply with dietary and religious requirements and with the school’s status as a “Healthy School”. Parents will submit an information form outlining dietary requirements. Fresh drinking water is available to children at all times.
- Children will be collected from their classes at 3.15 pm, or 3.30 pm from the Nursery, and a register taken.
- Children from Bispham Drive Junior School with a **sibling link** at Banks Road or in **Year 3 without a sibling link** are welcome to attend. In a similar format to our Breakfast Club, a member of staff will pick up children at Bispham Drive at 3:30 pm and walk them down to Banks Road.
- After School Club closes at 6pm. Late collections will result in a staff member waiting outside of the building with your child and an additional charge of £1.00 per minute being made. Regular late collections may result in the withdrawal of this service for your child.
- Sessions must be booked in advance. There will be a limit on the number of children who can attend After School Club. The form overleaf should be returned to school **by 21st July 2023**, and requests will be considered on a first come, first served basis.
- An invoice will be generated for the term. Sessions will be priced at £12.50. We would prefer for payments to be made in advance via childcare vouchers schemes or Pay360 where possible. We would prefer payments to be made in advance.
- No refunds will be given, however if your child is absent due to illness or other ‘exceptional circumstance’ previously agreed with the head teacher, then we are able to add a credit to your account. After School Club sessions cancelled at short notice will be charged as follows:
 - If cancelled by the Thursday of the week before the session – no charge.
 - If cancelled after the Thursday of the week before the session - £3.00 charge.
- Failure to pay in full for wrap around care services in a timely manner may result in the withdrawal of our services for your family.
- If your child has not previously attended After School Club you will be required to complete a contract and registration form. Unfortunately, without the completion of this form your child/children will not be able to attend.

If you wish to discuss any aspect of our Wrap Around Care provision please contact the school office.

Yours sincerely

A handwritten signature in black ink that reads "Carole Clemens". The signature is written in a cursive style with a large initial 'C'.

Carole Clemens
Head Teacher

BANKS ROAD INFANT & NURSERY SCHOOL AFTER SCHOOL CLUB BOOKING FORM

Child's Name:		Class:	
Child's Name:		Class:	

➤ Please mark with an 'X' the sessions you require to book for the term, then total up the number of sessions in the 'total' box.

Week Commencing	Monday	Tuesday	Wednesday	Thursday	Friday
04.09.23	INSET DAY				
11.09.23					
18.09.23					
25.09.23					
02.10.23					
09.10.23					
16.10.23					
23.10.23	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY
30.10.23	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY	HOLIDAY
06.11.23					
13.11.23					
20.11.23					
27.11.23					
04.12.23					
11.12.23					
18.12.23					
Total					

Total Number of sessions booked:		Total Termly Cost: (number of sessions x £12.50)	
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Please note that we are now a Cashless School. Our preferred method of payment is via a childcare voucher scheme or Pay360. If you cannot pay by either of these methods please contact the school office. Please indicate below how you intend to pay:

I intend to pay via Pay360		I intend to pay via a childcare vouchers scheme*	
I intend to pay in monthly instalments		I intend to make one payment	
I would like to pay by cash – please contact me to discuss.		Parent name & number: <i>(required only if you wish to discuss making a cash payment)</i>	

* If you intend to pay by a **Childcare Voucher Scheme** please identify your childcare providers by circling the relevant name:

Tax-Free Childcare Edenred Kiddivouchers RG Childcare Sodexo Fideliti
 Computershare Salary Exchange Busybee Benefit Childcare Plus Co-Operative Flexible Benefits

Please state your childcare reference number: _____

To enable us to allocate your payments correctly please ensure that you include your child's name and the reference "After School Club" in your provider narrative

- Please return your completed form to the school office by **21st July**, places will be allocated on a first come, first served basis.
- Following receipt of your booking form, we will send you confirmation of your booking and an invoice. The invoice will set out a fee for the full term.
- Please do not send payment until your booking has been confirmed. Your invoice will take account of any credit or debit balances on your account.
- Invoices should be paid in full by the end of the Spring term; failure to do so may result in the service being withdrawn for your family.