



Folksworth C of E (VC) Primary School

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Headteacher: Michelle Norbury

Dear Parents/ Carers,

Since joining Folksworth I have been made aware of some concerns regarding the changes that were made to the breakfast and after school provision at the end of the Summer Term. I have taken some time as I have got to know the school to look at the current arrangements and have now had the opportunity to meet with Governors to voice my observations and concerns regarding the club. There was an in-depth discussion at this year's first Full Governing Body meeting where Governors were keen to listen to and discuss concerns in order to agree a way forward.

Many of the concerns were linked to the booking arrangements. I have had the opportunity to meet with staff and confirm arrangements which will hopefully improve the current system. As a result of this we have set up a Stay and Play email account (stayandplay@folksworth.cambs.sch.uk) which should be emailed in future to book sessions, alternatively advance bookings can be made with Mrs Reynolds when collecting your child. We would prefer sessions to be booked at least a week in advance to ensure that your child has a place as we are limited to 30 pupils per session. We will require at least 24 hours notice for cancellations otherwise you will be charged for the session as this space will have been reserved for your child.

In cases of last minute bookings on the day being required it is possible to book by telephoning the school office to confirm there is a space available and to add your child to the register for that afternoon. We would recommend that this method of booking is not used regularly as we cannot guarantee a space will be available. We would still request that, unless there are exceptional circumstances for the booking, payment is made prior to the session starting.

Unfortunately, as a school we are not in a position to offer credit for these sessions. If an outstanding debt of over £50 is accrued your child will not be able to attend future sessions until the debt is cleared.

The Governing Body have discussed the concern that after school clubs are being charged for on top of the Stay and Play provision. The Governors agreed that moving forward, chargeable clubs will be effectively included within the price of the Stay and Play fee. Clubs will still need to be booked and paid for via SIMs Agora, however, the cost for Stay and Play on that day will be reduced by £2.50 (the cost of the club) to avoid a double payment. Refunds will be arranged for any overpayments that have been made due to clubs since the start of term. We are unable to offer discounts for non-chargeable clubs.

Following discussions with Governors and looking at the budget for Stay and Play I can confirm that there was a need to increase the price in order to ensure that there are two members of staff employed to run the club all of the time for safeguarding purposes. Overheads were also not

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included in the running costs meaning that we were running the provision at a loss. I can assure you that the increase in price has not been done to make a profit. The price will remain as £7.50 for the session up to 6:00pm which, when looking at other school provision in the area, still reflects good value for money. For those requiring a shorter session please remember that an after school club that runs until 4:15pm may be an alternative on some days.

As Stay and Play Leader Mrs Reynolds has spent a lot of time planning lots of fun activities for the children to participate in whilst at the provision. Early Birds now offers breakfast within the price, which includes a choice of cereals, yogurts, fruit and fruit juice. In the afternoon there are art activities, access to school laptops, a regularly changed home corner and construction area alongside the opportunity to complete homework. All activities are planned to reflect the children's current wishes and interests. The children are also enjoying the opportunity to have more space as they have moved into the hall also giving them access to the outdoor area more regularly.

I hope that this letter has clarified arrangements and answered some of your questions. If you would like to discuss this further please don't hesitate to contact me to arrange an appointment.

Yours sincerely,

Miss Michelle Norbury
Headteacher

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