

BONNEVILLE PRIMARY SCHOOL

Success for today, prepared for tomorrow

Wednesday 3rd March 2021

Dear Parents and Carers,

We are delighted to be able to open up our extended services provision once again to support our parents with their childcare needs from Monday, 8th March 2021. Reading Café will be available Monday – Friday (8:00am – 9:00am) and Carry on Café will be available Monday – Thursday (3:15pm – 5:30pm). Please read the following regarding the arrangements for each club.

Reading Cafe

During Reading Café your child will be given breakfast and will take part in reading, Early Years and Year 1 children will be read to by a member of staff. Children in Years 2 to 6 will be supplied with age appropriate books for them to read independently. They will then be brought to their classroom at the start of the school day by a member of staff.

The arrangements for Reading Café will be as follows, your child needs to enter at the designated gates for their year group at the times below. **If you arrive after this time your child will not be granted access until the normal start time of their school day. No refunds will be given for late arrivals:**

Nursery and Reception at the Blue Gate at 8:00am

Year 1 at the Wooden Gate at 8:00am

Year 3 at the Black Emergency Gate at 8:00am

Year 5 at the Black main Gate at 8:00am

Year 2 at the Wooden Gate at 8:10am

Year 4 at the Black Emergency Gate at 8:10am

Year 6 at the Black Main Gate at 8:10am

A member of staff will be at the designated gate to meet your child, please note that there will be no access to the school for parents. No queries will be dealt with by the staff member at the gate; if you have any queries please call the school office or send an email.

Carry on Café

Carry on Café will take place in Bubble's in different classrooms across the school according to your child's year group.

Examples of the activities that children will take part in can be accessed on the school website. Children will be collected by a designated staff member at the end of the school day. They will receive a snack (sandwich/fruit/biscuit and drink) and they will participate in a range of activities. Children will be brought

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by their Carry on Café leader to the school gate for their year group (see above) at **5:30pm for collection**. Due to COVID restriction, we can only facilitate one collection time at 5:30pm, there are no additional staff to facilitate multiple collections, please make the necessary arrangements to collect your child at this time.

Late collections cannot be facilitated, any parent who collects their child after 5:30pm will be classified as late and this will be recorded. Should this happen more than once the school will apply a fixed term ban of the provision for 2 weeks and no refunds will be given for any pre booked sessions during this 2 week period. Children in Reading and Carry in Café are expected to behave in line with the schools' behavior policy (which can be found on the website). Any incidents of behavior will be recorded, and parents and carers will be informed. Any further incidents will result in a fixed term ban of 2 weeks in line with our behavior policy.

Please ensure your interactions with staff are positive and delivered in an appropriate tone.

Booking Information

Please note that the booking system remains the same on SCOPAY, you will need to book 5 days in advance, **no amendments can be made within this period**. (i.e to make a booking for a Monday you would need to complete this on SCOPAY the previous Tuesday by midnight)

In case of emergencies after the office is closed please call **07899696486**.

The cost of Reading Café is £6.00 per day and Carry on Café is £11.00 per day, payments must be made in advance on the SCOPAY system.

Kind regards

Ms K Daly
Deputy Headteacher & Extended Services Manager