



St Augustine of Canterbury Catholic Primary School

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Dear Parents and Carers,

I am writing to inform you that we will be re-opening our After-School Club wrap around provision from **Monday 29th March**.

As I am sure you will understand, there will be a number of changes to adhere to in the re-opening of our After-School Club.

It is not possible or practical to group the children in the same class bubbles they are in during the school day. Therefore, After School Club will be an additional bubble for your child. It is important for you to understand, in the event of a confirmed positive case of COVID-19 being reported from this bubble or their class bubble (or Breakfast Club bubble if they attend), following DfE and Public Health advice, your child may need to self-isolate for 10 days in line with Government guidance.

As the After-School Club will be one bubble, we need to keep children in one small, consistent group of limited numbers. All bookings for After School Club must be made and paid for through Parentmail in advance. **Once the limited places are booked, no additional places will be offered.** Places will be booked on a first come first served basis. Telephone bookings will not be accepted and you will not be able to book directly through After School Club staff. This is to ensure we have accurate and consistent register information in the event that we have a confirmed positive case of COVID-19.

The safety and well-being of our children and staff remains a priority. Therefore, in addition to our School Risk Assessment, we have produced an After-School Club specific Risk Assessment which will be available on our website within the COVID-19 pencil. This is to be read alongside our current protective control measures; including procedures if a child presents with symptoms of COVID-19.

New procedures for After School Club

- After School Club will run every school day from **3.30pm (or end of school day staggered time) to 5.30pm**. This is to allow for enhanced cleaning at the end of the session.
- The After-School Club will have two **collection times only 4.30pm and 5.30pm**. Parents and Carers will need to book the appropriate collection time when the booking is made. Collection outside of these times will not be permitted.
- To collect your child please use our socially-distanced one-way system through the Staff car park (as is the current procedure for all children at the end of the school day). Please note: **there will be one 'collection' time of 4.30pm and one 'collection time' of 5.30pm.** At these



times a member of After School Club staff will walk the children (who have booked that collection slot) outside to the playground to be collected (as they are at the end of the normal school day). **The side entrance used previously is no longer in use due to limitations for families to socially distance on the path.** It is important that you understand the time allocations are the only times available to collect your child/children. Families must maintain a 2m social distance from other families in the queue.

- The children and staff will follow current handwashing and hygiene measures as is their routine when entering the school.
- A light snack will be offered to the children (sandwiches, wraps, yoghurts, fruit, vegetable snacks etc).
- It is important to be aware that After School Club may need to close at short notice in the event of staff shortages. If this is the case we will of course let you know as soon as we are able.

What to do next

- If you would like to book your child into After School Club for the week beginning 29th March, the Parentmail booking system will go 'live' on **Friday 19th March at 10am. Please be aware that one week before the date the booking will close for each day.**
- After School Club fee is £7.00 per child.
- If you choose to collect your child at 5.30pm you will need to book **2 session times (3.30pm – 4.30pm and 4.30pm – 5.30pm)**. Therefore, if you only select the 3.30pm – 4.30pm slot then your child will be brought out to the playground at 4.30pm for collection. If you select both times your child will be brought out to the playground for collection at 5.30pm. Please do not just select 4.30pm – 5.30pm as this will not book your child's place.
- To book, please open your Parentmail app and select 'accounts' from the drop-down list and select 'After School Club booking'.

Yours sincerely

Mrs L Prestidge
Headteacher and Designated Safeguarding Lead