

19th June 2019



Sandy Lane
A world of opportunity

Dear Parents,

Bright Sparks at Sandy Lane Primary School

Further to my letter of 4th April 2019. I can now confirm that starting from Tuesday 3rd September 2019, school will be able to offer before/after school and holiday care facilities for all children attending Sandy Lane Primary School. We have been fortunate to secure the support of the existing staff from Bright Sparks to run the wraparound and holiday care facilities within the school setting.

The club will be called Bright Sparks at Sandy Lane Primary School. The before /after school and holiday clubs will be provided and run by Sandy Lane Primary School. It will be managed by Miss Clare Rodgers (the existing owner of Bright Sparks). We will also continue to employ Mrs Sherrington, Miss Fox and Mrs Stott to work within Bright Sparks at Sandy Lane Primary School.

It is with regret that school will no longer be able to offer an entirely free breakfast club service. I know that this will be a disappointment to some, but many parents felt that being able to offer flexibility and value across a wider range of times serves the needs of more families than at the moment. Also, school's budget remains under tight financial pressure making it impossible for us to continue to offer free care for all of our families. Assistance can be given to families of those children in receipt of free school meals should they require it and they should indicate this on the reply slip below.

We do however want to retain an option to be able to drop children off at 8.30am on a no cost basis. We recognise that parents do sometimes have other appointments to go to and a fifteen-minute window may sometimes be of assistance. We will no longer be able to allow parents to pick children up from the afterschool club if they are late. As from September children who are not picked up on time need to be collected from the office.

The rest of the time slots available can be seen in the table below. We have tried to accommodate a range of needs taking into account flexibility and value for money.

The before and after school clubs will be run from the school hall in the morning, as it tends to be the most popular option. The after school club will run from the portakabin at the back of the school, where cooking facilities will be installed over the summer term.

School will be using **iPAL**, a bespoke online booking, payment and management software system for schools, so that parents can book and pay for the sessions that they would like their children to attend in advance. This system also allows us to keep track of pupil registers, ensuring that safeguarding children is at the heart of the wraparound care. It also allows communication with parents. Crucially, it also allows us to keep our costs down because we will not have heavy administrative costs or have to waste resources recovering unpaid invoices.

We are excited about our new venture and hope that Bright Sparks at Sandy Lane Primary School will add another useful service for our families.

	Bright Sparks at Sandy Lane Primary School.
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*(Please note there will be a 10% sibling discount)

If you would like to register to use Bright Sparks at Sandy Lane Primary School, all you need to do is register your details on the attached sheet so that we can contact you and guide you through the booking and payment options. Please could you also help us by provisionally ticking the sessions that you may be interested in. Further information about the before and after school provision will be provided when you register your interest.

Yours sincerely,



Mr J Cooper
Executive Headteacher

AM	Times	Cost per session	For staffing purposes please indicate the session you are interested in.
	7.30am - 8.45am (with breakfast) (1.25hrs)	*£3.25	
	8.00am - 8.45am (with breakfast) (0.75hrs)	*£1.25	
	8.30am – 8.45am (no breakfast) (0.25hrs)	£0.00	
PM	3.15pm – 5.45pm (with light meal) (2.50hrs)	*£6.50	
	3.15pm – 4.30pm (with light meal) (1.25hrs)	*£3.25	
	3.15pm – 4.00pm (with snack) (0.75hrs)	*£1.25	
Childs Name(s)		Class	Free school meals Y/N
1.			
2.			
3.			
4.			
Most recent email address			
Most recent mobile number			