

TRANSFORM TRUST
& Teaching School Alliance
'Together we Achieve'



Ravensdale Junior School

Devonshire Drive
Mickleover

Derby DE3 9EY

Tel: 01332 512373

admin@ravensdalej.derby.sch.uk

10th January 2022

Dear Parents and Carers

Important Information Regarding Ravensdale Junior Breakfast and After School Club

We are delighted that we are able to offer wrap around care in the form of Breakfast and After School Club in school. However, this provision has to be carefully managed with staff ratios, catering etc given careful consideration. Pre-Covid, advance bookings were always required, but over the Covid period, we relaxed certain rules to support families.

This has now become a very challenging issue for the school. Today, 9 children turned up for Breakfast Club who had not been booked in.

Therefore, **from next Monday 16th January**, no child will be allowed to stay at After School or Breakfast Club unless they have been booked in and paid for in advance.

Bookings can be made using the forms on the website or by collecting a paper copy from the office. These can either be emailed into school or handed in at the office. If this does happen, parents will be contacted and requested to collect their child.

Bookings must be made and paid for a month in advance and be completed by the 20th of the previous month. In the case of the summer holidays, this should be done by the 20th of July for September bookings.

Bookings will be taken on a first come, first served basis.

Bookings on a day by day basis will only be taken in the case of emergency eg a parent being taken into hospital, and only if staffing ratios will allow.

Apart from a few Friday places, After School Club is now full for January. There are also a few days when Breakfast Club is full. There is currently £3,000 in unpaid fees – please pay asap.

We would be extremely grateful for your help and co-operation with this matter.

Yours sincerely

Mrs Zoe Cannon

Headteacher: Zoe Cannon