



St. John the Evangelist Catholic Academy

"Lord be thy word my rule."

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Date: Friday 11th October 2024

Dear Parents and Carers,

Bookings for Breakfast Club and After School Club

It has been wonderful to see the rise in the popularity of the school's breakfast and after school club. We are very pleased that parents are using this service and the children are enjoying their time before and after school.

However, the recent rise in the use of the club has not been reflected in the bookings. We have a high number of children arriving to both clubs without being booked in. This does have an impact on the staffing we have in place (as we will always keep our club in the correct ratios) and also the food we have prepared for the children.

We are asking all parents to please ensure their children are booked into both breakfast club and after school club. This includes the early session and the late session, the free short session for those with siblings at SMW and also Collegiate staff sessions.

Once all of these spaces have been booked, we will be unable to go over the ratio. For children not booked in, you may be asked to wait in a morning or be contacted in an afternoon until we know if there is any space available in the club. We do not want to have to turn any children or parents away.

We are hoping parents are able to work with us to solve this problem by using the booking system on Scopay. We ask for all bookings to be made 48 hours prior to sessions to help us to ensure we have the correct amount of food. If you require bookings after the 48 hours, please contact the office who can advise you of availability and book your children in.

Thank you for your continued support.

Yours sincerely

Mrs H Rigby
Principal
