



Bowker Vale Primary School

Middleton Road, Crumpsall, Manchester, M8 4NB

Headteacher: Mrs Rachel Jacques

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19th July 2018

Dear Families,

Dragons After School Club

In preparation for the school academic year starting in September, I have taken the opportunity to review our Dragons After School Club facility.

The Dragons Club facility has now been running for over 6 years and has not been subject to a price increase in recent times. The costs involved in providing our after school service should be cost neutral meaning that the school should not be subsidising the running of the club out of the general school budget allocation.

School funding is a challenge and it is important that we continue to spend the monies for the benefit of all the children in the whole school and not use any of the monies to subsidise the Dragons Club when not all children use the facility.

Therefore, with effect from the first day of the new school year (Wednesday September 5th) the following changes will take effect:

- There will be one flat fee of £6 per daily session.
- The Dragon After School Club daily sessions will continue to run from 3pm – 5.30pm Monday to Friday. You can pick your child up at any time during this period.
- Due to the mix of age groups using the Dragons Club we are increasing the number of staff who help run the facility.
- All children must be collected by 5.30pm at the latest. There are no exceptions to this. Sanctions will apply if pick up times are abused.
- If you have more than 2 children attending the Dragons Club each day then please speak to the office.
- The Dragons Club facility can be used on a regular basis or on an occasional basis. However we strongly recommend that you pre book your child places at least 2 weeks in advance to avoid disappointment. For occasional use, you must book the place by 11am on the day. Places in the Dragons Club are limited and subject to age group restrictions.
- Families who would like their children to attend the Dragons After School Club should read, complete and sign the Dragons Club Contract. One per child. These should then be brought back into the office.
- Payments can be made daily or weekly using our online portal (our preference) or at the school office.
- Payments can be made in advance and we do accept childcare vouchers.
- If you fall into arrears (monies owed for more than 1 month) then we will not be able to accept your child into the Dragons After School Club

I will continue to review the facility on a regular basis and hopefully, by adopting the above approach, we will be able to continue to offer an after school service for our families, although this cannot be guaranteed.

I appreciate your understanding and support and if you have any further questions then please do not hesitate to speak to me.

Yours sincerely,

Kirsten A Bird
School Business Manager





BOWKERVEALE PRIMARY SCHOOL

DRAGONS CLUB CONTRACT

Name of Child:

Class:

I have read the letter overleaf and agree to all the terms and conditions contained therein and agree to:

- The booking terms and expectations
- Making the required payment in a timely manner and within a month of using the facility
- I have completed a Place Request Form outlining emergency contact details and given a signed copy of this to the Office

Signature of Parent/Carer:

Date:

