

Padnell Infant School

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Headteacher: Mrs Mandy Grayson BA Hons



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22nd July 2020

Dear Parents & Carers,

CRAFTY CLUB PROVISION – SEPTEMBER 2020

We have been working on how we can offer our Crafty Club provision as safely as possible. We have to introduce a big change to how we run the booking system. We are no longer able to be as flexible and we will require you to book and pay in advance.

Crafty Club will still be in the Community Room, with three areas for the three year group “bubbles”. There are a limited number of spaces for each year group hence the need to pre-book.

- There are currently only **20** spaces available for each session and are on a **first come, first served basis**
- Bookings must be made online and paid for in advance on your Scopay account
- **NO SPACES HAVE BEEN RESERVED.** We thank you for emailing your requirements, this has given us anticipated numbers but these sessions have not been reserved.
- **Deadline for bookings is by 12noon on the Friday** of the week before you require your child to attend
- You will be unable to reserve your space if payment hasn't been made*.
- You will still be charged if you have booked but your child doesn't attend (due to the restricted numbers)
- We cannot take bookings by phone
- Planet Padnell at the Juniors is not available at this time to Infant children
- Please drop off and collect your child at the Community Room door.
- Drop off is between 7.30 and 8am (no drop off after 8am)
- Collect by 5pm
- Breakfast and afternoon snack will still be provided
- Prices remain unchanged (Morning: £3.75, Afternoon: £5.25)
- You can still use the car park to drop off and pick up.

Our existing users will know these are big changes and is not the flexible system you are used to. We hope you can understand why we have had to change things and appreciate your support in following the new guidelines.

We will be activating the booking system on the 2nd September at 11.00am. You will then be able to start pre-booking your sessions for w/c 7th September 2020, and subsequent weeks if you are able.

*If you pay via childcare vouchers, you will need to have pre-paid this (and advised us) so we can credit your account so you can also pre-book your sessions.

Yours sincerely,



Mrs Mandy Grayson, Headteacher

Our Padnell promise to be a: **G**iving citizen
Resilient learner
Original thinker
Wise worker

