

BROOK INFANT SCHOOL AND NURSERY BREAKFAST AND AFTER SCHOOL CLUB NEWSLETTER



<https://brook.childcare-online-booking.co.uk/>

brookclubbookings@brookinfant.school

01293 886521 (School Office)

Facebook:- Brook Infant Breakfast and After School Club



Happy New Year Everyone and Welcome to our new members.

It has been lovely to welcome all of our children back and hear about what they got up to during the Christmas break.

We had lots of fun at the end of last term making, creating and colouring in. All of the children joined in and came up with some great designs for their Salt Dough Christmas Tree decorations, they also had a go at icing and decorating biscuits and we had some fantastic Elf door hangers. The Christmas party was full of games and food and the younger members of Club were definitely the best at stick the nose on Rudolph!



What's coming up this half term?

The new topic in school is 'On the Move' where we will be creating lots of things that move, heading to space in rockets, and designing our own cars. The children will also be finding out about different ways they can move from one point to another.

We are going to start having a Baking Week where every child can get a chance to have a go at following a recipe and creating something that they can bring home for you to try!

Home to School Communications

We are constantly reviewing our procedures in the light of our own observations and parental feedback and one area we want to strengthen is the home to school communication within our school and nursery.

Please can we ask that any important information that class teachers need to be aware of is communicated via emailing the school office on office@brookinfant.school. The staff greeting at the door for Breakfast Club only need messages pertaining to Club and the welfare of your child. If the message also needs to be shared with class teachers please still email this information to the School Office.

This new system will help us to ensure that nothing gets overlooked and all relevant staff are aware.

Contacting Club

If you need to speak to us, please call the School Office on 01293 886521 and follow the instructions.



Jenny
BFC and ASC Manager



Tina
BFC and ASC
Assistant



Maisy
BFC and ASC
Assistant



Gemma
ASC Assistant



Natalie
ASC Assistant



Thea
ASC Assistant



Eddie
ASC Assistant



Zak
ASC Assistant



Alys
ASC Assistant



Debbie
ASC Assistant

Finance and Office Support

Hazel Wellcome (School Business Manager) sbm@brookinfant.school

Emma Taylor (School Administrator) schooladmin@brookinfant.school

Important Reminders - Please Read

Child Unwell - Please remember that if your child is off sick and booked into club, you need to phone us on 01293 886521 and let us know that we will not need to collect your child that day. We can then adjust our registers and this therefore avoids us not waiting for your child to join the walking bus.

Extending Club Hours - Please be aware that if you need to extend your After School Club hours from 5pm to 6pm you will need to contact us either via brookclubbookings@brookinfant.school or telephone the main School Office on 01293 886521. Unfortunately, this process cannot be undertaken by parents via the booking system because of you being charged twice.

Government Tax Free Payments - You can get up to £500 every 3 months (up to £2,000 a year) for each of your children to help with the costs of childcare. This goes up to £1,000 every 3 months if a child is disabled (up to £4,000 a year). For every £8 you pay into this account, the government will pay in £2 to use to pay your provider. Please visit <https://www.gov.uk/tax-free-childcare> for more information.

If you are paying using Government Tax Free Childcare please email club with your reference number ending TFC. If we don't receive your TFC reference we are unable to add any payments to your account.

Parking - Please can we remind parents not to park across the main school gates for drop off/collection or on the pavement or corner opposite the school on zigzag or double yellow lines so that we can ensure the safety of our children.

In the mornings there are staff driving into the car park. Please can we ask you to ensure you are keeping over to one side nearest the wall whilst waiting for the doors to open so that we can keep everyone safe at this time.

Three day cut off for bookings - Please be reminded that there is a 3 day cut off for booking club. For example if you want to book a Monday session this will need to be booked by Thursday lunchtime. Please contact the School Office for any sessions you need at short notice.

Wet weather clothes - Please ensure that your child has suitable warm clothes, wellies and gloves on each day especially if they are on the walking bus now that we are into winter. The children will continue to play outside as much as the weather will allow. Sometimes our pathways are completely flooded and so wellies are essential.

Club Bookings

You can book your sessions for school aged children (Reception to Year 6) for both Breakfast and After School Club by visiting:

<https://brook.childcare-online-booking.co.uk/>

To book your nursery child, please email Jenny on brookclubbookings@brookinfant.school. Please note you cannot book nursery children through the online booking system. Nursery children will be invoiced as part of nursery hours.

If you have any questions or queries, please do not hesitate to contact Jenny, our Breakfast and After School Club Manager, on brookclubbookings@brookinfant.school.

Breakfast and After School Club Facebook

Come and join our Facebook page for lots of lovely photos and information of what we are doing each term.

Terms and Conditions

Please ensure you have read our Terms and Conditions for both Breakfast and After School Club especially the section regarding the two week cancellation for After School Club bookings.

All cancellations can be made by logging onto the online booking system:

- For BFC there is a 24 hour cancellation period - credit will only be given for cancellations received online before 9am the day before the date being cancelled.
- For ASC there is a 14 days cancellation period - credit will only be given for cancellations received online before 7pm, 14 days before the date being cancelled

https://www.brookinfant.school/web/breakfast_and_after_school_club_terms_and_conditions/479984

Dates for your diary

- Thursday 28th March 2024 - No After School Club as early finish at 13:00.
- Thursday 2nd May 2024 - Polling Day - No BFC and ASC due to closure for Polling
- Monday 3rd June 2024 - Inset Day - No BFC and ASC due to closure for Staffing Training
- Tuesday 23rd July 2024 - No After School Club as early finish at 13:00.