



POTTEN END C of E PRIMARY SCHOOL

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Head Teacher
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After School Club Provision

Dear Parents and Carers of Reception September 2024 and current Years R-5

We are looking to outsource our very successful After School Club (ASC) provision from September 2024. Unfortunately after many recruitment drives we have continued to be unsuccessful in finding the necessary additional staff required to continue running the club in-house.

We are determined to continue offering this popular provision to support our school community and have approached a professional, experienced company, who run many similar clubs in local schools.

The new provision would run daily (Monday-Friday) from 3.15pm to 6.00pm (one session). The ASC would be based in the same location as our current club and the pick-up arrangements would remain the same. A light meal/snack will be offered together with a more diverse range of activities for the children to enjoy during the session. The cost of each daily session will be £15.40 with a discount offered to siblings. Childcare vouchers will be accepted as a method of payment. The company uses its own booking system, which allows parents and carers to manage their own bookings, which will still be available to book on an ad hoc basis.

If your child is in receipt of Pupil Premium, support towards the cost of the new ASC will be assessed on a case-by-case basis. If you wish to discuss this further, please contact the School Office in confidence.

We would be very grateful if **all** parents and carers could take the time to complete a brief online survey (including parents and carers of Pupil Premium children) by **Monday 25 March** so that we can take your requirements into consideration to ensure that the provision will prove viable.

Please access the Google form by clicking here: <https://forms.gle/DdhVY97rrWXXDv4q6>

Yours sincerely

DENISE KENNEDY
Head Teacher

