



Bishop Bronescombe C of E School
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Friday, 4th September

Wraparound Provision – BBKids Breakfast and After-School Club

Dear Parent / Carer,

Thank you to those that have booked their wraparound places for September. I am well aware that our new procedures are taking a bit of getting used to and hopeful that you all understand the need to implement these measures so that we can adhere to government guidance.

Can I also remind you to pay for your booked sessions as soon as possible. Any sessions that have not been paid for in advance may be cancelled as we have a growing waiting list of parents requesting sessions.

Further details of how our Breakfast and After-school club provision will run can be found on the following page. Please take some time to read through these as there are some additional details included.

We look forward to seeing you on Monday.

Kind regards,

Ms Debbie Carmichael
Head of School

Celtic Cross Education

Company Number: 08269215
Registered Office: 1-3 Omaha Road, Bodmin, PL31 1ER
www.celticcross.education enquiries@celticcross.education



BBKids Operating procedures – Autumn Term 2020

- We are only able to offer provision for groups of 15 per session – Breakfast and After School Club.
- Sessions are strictly book in advance only. No child can attend without a prior booking.
- Breakfast club will run in the school hall.
- Please bring your child to the school office window, where your booking will be checked and your child can then be admitted. Parents will be asked to leave their child at the main reception door.
- After-school club will run in 2 areas – 4:30pm group - Key Stage 1 kitchen area and 6:00pm in the school hall.
- To collect your child, please come to the school office window where a staff member will then call through to after-school club to bring your child to reception.
- Upon collection, we will ask your child to sanitise their hands with hand sanitiser before leaving.
- Children will be supervised by current Wraparound staff and will be provided with a range of activities.
- Payments for sessions attended must be completed for each period. Any outstanding debts will result in the offer of wraparound provision being withdrawn.
- If a child is not collected after school, they will remain with their teacher and the parent called to collect. If this is repeated, we will refer to our safeguarding team.
- A limited breakfast and snack service will be provided. Breakfast will include toast, cereals, juice and water. After-school club will provide a simple snack, fruit and yogurt as well as milk and water. Food will be served by staff.
- Children must follow the school's Rules for Life and Rules for Health. If they do not follow these rules, and their behaviour puts others at risk, their place may be at risk.
- Children will be asked to wash their hands before entering the provision, and before and after eating.
- Resources will not be shared between 'bubbles' and will be cleaned or quarantined for 72 hours after use.

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