



16th September 2020

Dear Parents/Carers,

Wrap around care for key worker families

Thank you very much for responding to our recent survey regarding wrap around care provision (breakfast and after-school club). We are now in a position to look at re-opening some elements of our provision from **Monday 28th September 2020**. Due to the need for us to ensure that we are providing the service whilst maintaining effective social distancing and protecting our bubbles, we will need to ensure that:

- Provision is limited to children of key worker families (one or both parents as key workers).
- Places will be limited to 25 children in each session.
- Booking for each week will need to be made by Friday of the week before provision is required. Booking will need to be paid for in advance (ie payment will need to be made by Friday for the following week's provision). Payment will need to be made at the office in a sealed, named envelope. Change cannot be given.
- Children will be sat on class group tables and will not be able to mix with other classes to enable us to preserve class 'bubbles'. Tables will be placed 2 metres apart in the hall. Children will be guided in and out of the hall space to ensure no cross contamination between bubbles.
- We will provide all children with a named activity pack and show DVDs. No other activities will be available.
- We will not, initially, be providing food or drink. Children are welcome to bring snacks and drinks to consume during the wrap around care time.
- Breakfast club will run from 8am. Children should enter through the main entrance of the school. The cost per child will be £1.00.
- After school club will run until 5pm. Children should be collected from the main entrance of the school. Parents / adults collecting children should call the after school club phone (the number is displayed on the secure entrance door) upon arrival. The cost per child for care up to 5pm will be £5.00 per child regardless of how long your child is within the club.

If you would like to book a place for your child at either breakfast or after school care, please email wraparoundcare@pennoweth.cornwall.sch.uk. Please clearly state the days you would like to book, your child's name, class and the name of the person collecting and their contact number by Friday lunchtime the week before you would like your child to attend. **Payments should be made in full at the school office before your child attends.**

Unfortunately we are unable to provide care at the club if you have not pre-booked and pre-paid for the space.

Best wishes,

Cathryn Andrews
Headteacher

General Data Protection Regulations. The information being collected will only be used within the guidance of the GDP regulations. More information can be found on our website. www.pennoweth.cornwall.sch.uk/dataprotection

