

13th April 2016

Dear Parent/Carer

IMPORTANT
BREAKFAST & AFTER SCHOOL CLUB POLICY CHANGE

As you are aware the Academy provides a breakfast and after school club to help and support Parents/Carers who need additional wrap around care.

A great number of parents and carers are using this club as a way of accessing cheap childcare. This becomes a problem when the money to use the club is not being paid; we currently only charge £1 for the morning and £2 for after school (when pre-booked). **This club is now running at a loss and is at risk of no longer being available.**

As of Monday 18th April 2016 all Parents/Carers will be required to sign their children in on a Friday (or Monday morning at the latest) for the commencing week for any sessions they are attending. These sessions will **ALL** need to be paid for in advance with no exceptions.

Any child who turns up who has not been pre-registered will be subject to a £15 fine to cover the additional staffing costs. We appreciate that on occasions emergencies happen and decisions will be made appropriately following a call in these circumstances.

Any current outstanding debts must be cleared by Friday 15th April 2016 or you will no longer be able to access the club. And will not be able to book future sessions. Debts carried over from last term are subject to an immediate ban until the debt is cleared.

On a final note children should not be left at school unattended at the club doors before 8am in the morning as the school insurance does not cover them to be on the school site.

Thank you for your co-operation

Yours Sincerely

Mr D Hewett-Dale

www.fbacademy.co.uk



Flying Bull Lane,
Buckland,
Portsmouth,
Hampshire,
PO2 7BJ

Tel: 023 9269 4313
Fax: 023 9265 0289

Headteacher:
Mr D. P. Hewett-Dale
head@fbacademy.co.uk
Business Manager:
Carolynne Naughton
cnaughton@fbacademy.co.uk