



Loving to learn, Learning to love.
For every child a chance to shine



LAYSTON C of E FIRST SCHOOL
The Causeway, Buntingford, Herts SG9 9EU
Tel: 01763 271235 Email: admin@layston.herts.sch.uk

Headteacher: Mrs A McMurrough

BREAKFAST & AFTER-SCHOOL CLUB OFFERS

Tuesday 28th November 2023

Dear Parents/Carers,

In response to parent demand the school is organising Breakfast and After School clubs starting in January 2024. The offer is open to children who attend Layston C of E First School and Layston Pre-school.

Please read this letter and register your interest by Monday 4 December 2023 via admin@layston.herts.sch.uk before 3pm.

Bookings will then be open via the [Parents' Evening System](#) on a first-come first-served basis from **6pm on Friday 8 December**.

Access to the booking system will be via the school website's Useful Information - School Booking System, at <https://www.layston.herts.sch.uk/>

The aim of our Wraparound Care Clubs is to provide high quality out-of-school care for children from the school. We will achieve this by:

- ✓ Providing a caring environment for children at the beginning and/or end of the school day, run by familiar adults.
- ✓ Providing a range of stimulating and creative activities in a safe environment, with safeguarding at the forefront.
- ✓ Promoting healthy eating, active lifestyles and wellbeing.
- ✓ Providing robust systems that make the club easy to use.

There is a registration fee of £10 per family when you secure your booking via School Gateway. This is a one-off fee for registering your child/ren at Layston After-School Club and Breakfast Club should you require a place during your child's time at this school.

Bookings are made using the online booking system on a half termly basis. Payment is due in full prior to any booked sessions being taken. Payment is due for all contracted sessions even if your child is unable to attend their booked session.





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Layston After-School Club will run from the end of the school day 3:15pm to 5:15pm Monday-Thursday, term time only. The cost of each session will be £12. Late collection after 5:15pm will allow a 5 minute grace period and then £1 per minute.

Layston School Breakfast Club will be open daily during term time only running from 7:45am until 8:45am. Drop off your child between 7.45am and 8.00am if they require breakfast or drop off your child between 8:15am and 8:30am if breakfast is not required. The cost of the session will be £6.25

Payment for After-School/Breakfast Club is via [School Gateway](#). **It is essential that we receive payment in advance half termly.**

Children are welcomed on a casual basis only if places are available once the booking period for regular users is closed. In all cases, a registration form and signed agreement must be in place. Adding days on a regular basis will be dependent on our waiting list at the time. This varies throughout the school year. Please contact admin@layston.herts.sch.uk to register your interest in additional days and the team can advise accordingly.

Due to school safeguarding protocols and ratios for staff to children, we are unable to escort children to offsite clubs. For clubs onsite (Rainbows, football, gym), please liaise with the people running the activity club to discuss arrangements for collection and drop off to After-School Club. Children who attend an activity club will be charged for the After-School club hours as we are holding the space for them.

Should you require further information please contact the school office on 01763 271235 or admin@laystion.herts.sch.uk.

Kind regards,

Adele McMurrough
Headteacher