

Executive Headteacher: Mrs J Olivier
Head of School: Mrs T Oakley
Tel: 01622 752161

Email: office@sbps.kent.sch.uk
Website: www.southboroughprimary.org.uk
Twitter: [@sbpsmaidstone](https://twitter.com/sbpsmaidstone)

Stagshaw Close
Postley Road
Maidstone
Kent ME15 6TL

July 2020

Dear Parents and Carers,

In light of the coronavirus pandemic, we have made some changes to Breakfast Club and After School Club at South Borough to ensure the health and safety of everyone attending. Both Breakfast Club and After School Club will start on Monday 7th September 2020.

Timings

Breakfast Club will run from 7.30am – 8.40am. The last entry will be 8.00am – any children arriving after this time will not be able to gain access. After School Club will run from the end of the school day until 6.00pm. Children collected after this time will be subject to a late fee as per the Terms and Conditions.

Pick Up/Drop Off

Drop off for Breakfast Club and collection from After School Club will both be via Gate 2 (the gate in the Staff Car Park).

Booking a space

All places at both Breakfast Club and After School Club must be booked by 4.00pm the day before. This is to ensure adequate staffing as well as the health and safety for all children. Anyone who arrives at Breakfast Club or After School Club without having booked a space will not be able to gain access. For spaces on a Monday, the booking will need to be made by 4.00pm on the Friday before.

Reduced Menu

Both After School Club and Breakfast Club will be offering a slightly reduced menu of cereal, fruit, yoghurt, milk and juices. This is included in the session fee.

Pricing

The Breakfast Club session cost is £2.50 per child. The After School Club session cost is £10 per child.

Staffing

Breakfast Club will be staffed by Mrs Slann, Mrs Salt and Mrs Fuller. After School Club will be staffed by Mrs King, Mrs Slann, Mrs Suddell (Mon-Thur) and Mrs Mitchell (Fri)

Information and Permission forms are on the school website. These forms must be completed before your child can attend either Breakfast Club or After School Club. You can find the permission form here:

[Permission Forms for Aftercare Club](#)

Thank you for your support,

Miss H Ballard
Assistant Headteacher