



Dear Parents/Carers

26th February 2021

As you are aware, we will be re-opening school for all children from March 8th and that also includes our Out of Hours provisions. Breakfast and After School Club will be available on a first come first served basis and due to social distancing requirements we will be capping our numbers at 40. If you are unsuccessful in obtaining a place for your child, we can put them onto a waiting list and contact you as and when a place becomes available.

The school gates on the church path and next to the kitchen will be unlocked at 7.30am to let the children in through the upper junior playground as before. May I remind you that you must NOT leave your child unattended at the gates before they open.

After School Club will run from 3.00pm until 4.30pm and the children will receive a small snack upon arrival. There will be no hot meal at this time. Children must be collected no later than 4.30pm as this is when the gates are locked and the grounds secured.

You will need to book a place for each child attending using the online form and sending it to our dedicated Out of Hours email address outofhours@stjosephs.derby.sch.uk. If you are unable to do this online, you can request a form from the Club staff. We no longer have capacity for drop in sessions so if your child is not booked in we will not be able to accept them.

Your account must be clear BEFORE we will accept your bookings and our services must be paid for in advance, please refer to our Out of Hours leaflet located on the school website for our full terms and conditions; bearing in mind that our later sessions are currently suspended.

If you have any questions or issues you would like to discuss please direct them to the Out of Hours email and I will be happy to contact you.

Yours faithfully,

Mrs Stevenson and the OOH team.



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NOTTINGHAM

St Joseph's Catholic Voluntary Academy
Mill Hill Lane, Derby, DE236SB
Tel: 01332 361 660 |
admin@stjosephs.derby.sch.uk
www.stjosephscatholicpri.co.uk



**St Ralph
Sherwin**
Catholic Multi Academy Trust



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