



Registered Charity Number: **1142955**  
OFSTED Registration Number: **EY445021**

### Welcome back

We hope you all had a lovely half term and enjoyed the summery weather.

Welcome to any new faces at the club we hope you will be made to feel welcome

Hopefully we will be able to start going outside to use the St. Botolph's school playground.

**End of Term:** Friday 5<sup>th</sup> April

### Committee Business

**Please note our next committee meeting will be held at The Bell Public House on Wednesday 27<sup>th</sup> February at 7 p.m.**

Those of you who are still to do your EY2 forms need to complete these soon so as to get in within 3 months of the new DBS certificates. If you need any help, please do not hesitate to contact Bridget.

### Email account

Can we please remind all parents to use our [info@botesdale-after-school-club.org.uk](mailto:info@botesdale-after-school-club.org.uk) email address to write to us? We will continue to send emails using our Gmail account, together with newsletters and information regarding the club.

### Telephone Number

Should you need to contact us by mobile, please continue to use the following number;  
**07952 961285**

**Can we please remind all parents to use this number if you want to book your child/ren into the club.**

**This is the only number to be used.**

### Facebook

Please like our page and leave valuable feedback if you wish. You will also find valuable information on our page.

### Website:

[www.botesdale-after-school-club.org.uk](http://www.botesdale-after-school-club.org.uk)



### Weather

In the event of severe weather, we will be governed by the school's decision as to whether we remain open or closed. Due to the safety of the children we collect from all our primary schools we will make our decision by 2 p.m. on each day. Please contact us if you are unsure but also follow the announcements on the local radio/check on the websites for up to date information.



### Policies and Operational Portfolio

A full set of policies and procedures including our new payment policy, can be found on the signing out table should you wish to look at them, along with our Quality Standards Operational Portfolio.

### Children's belongings

Please can we ask all parents to make sure their children's belongings are named clearly. We can not be held responsible for the loss or damage of items at the club.

### Sickness/Non-Attendance

Can all parents contact us on or before 9.30 a.m. on the day if they know their child or children will not be attending either clubs? Most importantly the children who we collect from the other schools. Each week we send drivers out to five other schools and just one child down makes a big difference to the number of vehicles which are sent out.

A **non-attendance fee of £2.50** will be charged if we don't get notification on or before this time of 9.30 a.m.

### Nut and food allergies

Could all parents please be aware some of our children do have food allergies. We would ask that children do not bring into the club any snacks which contain peanuts or egg. Please check the bold ingredients on packaging.

### Fund Raising Events

This term we will be once again holding our very successful Easter bingo event.

Please make a note in your diary;

**Saturday 23<sup>rd</sup> March doors opening at 5.30 p.m. and eyes down at 6 p.m.**

We would very much appreciate donations of Easter eggs which can be handed in at the club or to any member of staff.

We would very much like your help in deciding with us what else you would like to see your children play with at the clubs. Any suggestions for new resources would be appreciated.

### Tuck shop dates for this term

Our tuck shop will continue this term. If you are happy for your children to buy tuck please send them in with a maximum of £1 in a named envelope and hand to a member of staff. Our bags are made up with 50p worth of sweets. Please note these sweets might contain nuts or egg.

Wednesday 27<sup>th</sup> February

Thursday 7<sup>th</sup> March

Friday 15<sup>th</sup> March

Monday 18<sup>th</sup> March

Tuesday 26<sup>th</sup> March

Wednesday 3<sup>rd</sup> April

