



The Willow Primary School and Broadwaters' Children Centre
 Broadwaters Inclusive Learning Community
 Adams Road
 Tottenham
 N17 6HW
 Tel: 020 8885 8800
 Fax: 020 8885 8809
 Children Centre Tel: 0208 885 8804



Thursday 09 September 2021

If you need to contact the school after 4.30pm please call the BESS mobile on 07384163592

Dear Parent/Carers,

Broadwaters Extended School Services (BESS) – After School clubs and Childcare from September – December 2021

DATES

The Activity clubs will run from **Monday 20th September 2021 until Friday 10th December 2021 (excluding Monday 25th – Friday 29th October 2021)**. This is a total of 11 weeks. Please use the timetable and forms attached to choose the clubs that you would like your child to attend. There are a **limited number of places** for each activity and they will be offered on a **first come, first served basis**. *The Childcare Provision 3.15pm – 6.00pm will be available from Monday 6th September until Thursday 16th December 2021.*

On Fridays, ALL Childcare will now finish at 4.30pm

We are no longer able to offer childcare beyond 4.30pm on Fridays.

On the last day of every term, school finishes at 1pm (3 days of the year). Therefore there is no childcare/BESS after 1pm on the *last* day of term ONLY.

BOOKING Activity club process

To pay for clubs you should have a SIMS PAY online account. If you don't have one, email BESS@thewillow.haringey.sch.uk to set this up. The **Account set up will take approximately 48hours, so please bear this in mind when you choose your method of booking/payment.**

1. Booking online

Online bookings via a google form will be sent out on Monday 13th September 2021 at 9am. Please complete the form (which will be sent by text) and ensure you submit to secure your child's club. Each activity will be offered on a first come, served basis. We will send you a text later in the week letting you know whether your child did or did not get the club/s you requested.

PAYMENT for activity clubs

Paying online using SIMS Pay - All clubs can be paid for using SIMS Pay.

OR

Via BANK Details for Payments Please use your child's name and the following codes to identify payment.

BESS Activities – clubs only, CHC – childcare only, BC - breakfast club

Bank Name: Lloyds TSB Account Name: The Willow Primary School Sort Code: 30-99-86 Account Name: 00858137

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Please read the attached information *carefully* as changes have been made. **Your child will not be allowed to attend an activity club if full payment has not been received.** *If you owe monies to the school in any form, we cannot accept your form until agreements for payment have been made.*

Please complete one form per child.

IMPORTANT INFORMATION REGARDING AFTER SCHOOL CLUBS AND CHILDCARE

We are continuing popular activity clubs following parent/carer feedback, and have revised those activity clubs which were less popular. Clubs are changed regularly to ensure difference for regular attendees.

Once sessions are booked, your place is secured, and therefore, we are unable to refund monies paid unless cancelled by us. This includes missed sessions due to illness, appointments, class trips, children leaving the school etc. for both childcare and clubs. Clubs cannot be changed once they are booked unless there are mitigating circumstances.

If you need to contact the school after 4.30pm please call the BESS mobile on 07384163592.

If your child has been booked into childcare (4:30-6:00pm) they will be taken to childcare directly after the activity club finishes.

COLLECTION OF CHILDREN

Please remember to collect your child promptly at 4.30pm after the club finishes from our main gate. Please ensure you are aware of the late collection charges detailed in this letter.

Fines for late collection

Children registered for BESS activity 3:30pm – 4:30pm	After 4.35 before 5pm	£5.00 on top of club cost
Children registered for BESS activity club	After 4.35 up to 6pm (if after 6pm add on as if childcare)	£11.00 on top of club cost
Children registered for CHILDCARE	After 6pm before 6.15pm	£5.00 on top of club cost
Children registered for CHILDCARE	After 6.15 before 6.30pm	£10.00 on top of club cost
Children registered for CHILDCARE	After 6.30 before 7.00pm	£15.00 on top of club cost
Children registered for CHILDCARE	After 7.00pm	£20.00 on top of club cost

Prices for childcare, if booked in ADVANCE will cost

Time	Cost
3.15-4.30pm	£5.00
3.15-6.00pm	£10.00
4.30-6.00pm	From £8.00 when an activity club is booked

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BESS ACTIVITY AND CHILDCARE TIMETABLE

(Please circle the clubs you would like to choose)

BESS Activities Timetable – Monday 20th September 2021 until Thursday 16th December 2021

	Time	Monday	Tuesday	Wednesday	Thursday	Friday
Morning						
BREAKFAST CLUB	AM 7.45am to 8.45am	£2 PER DAY paid via SIMS pay or via a bank online payment				
Afternoon						
ACTIVITY PM 3.30pm to 4.30pm		Soft play 1&2 (10 spaces) 12weeks £4 (£48)	Dodgeball 1&2 (15 spaces) (12week place) £4(48)		Forest school Rec,1&2 (15 spaces) 12 weeks £4 (£48)	Soft play 1&2 (10 spaces) 12weeks £4 (£48)
		Forest school 3,4,5,6 (10 spaces) 12weeks £4 (£48)	Boxing 3,4,5,6 (15 spaces) 12weeks £4 (£48)	Archery 3,4,5,6 (15spaces) 12weeks £4 (£48) (Middle hall)	Hockey 3,4,5,6 (15spaces) 12weeks £4 (£48) Main hall	Cooking 3,4,5,6 (12 space) 12weeks £4 (£48) (Cooking room)
		Boxing 1&2 (14spaces) 12weeks £4 (£48) (Middle hall)	Cooking 1&2 (10spaces) 12weeks £4 (£48) (Cooking room)	Fun maths 1&2 (12Spaces) 12weeks £4 (£48)		Book Club 1&2 (12 Spaces) 12weeks £4 (£48)
		French Club 3,4,5,6 (15spaces) 12weeks £4 (£48)	Street dance 3,4,5,6 (14spaces) 12weeks £4 (£48) (Dance studio)	Branding & Design 3,4,5,6 (15spaces) 12weeks £4 (£48)	Drama 3,4,5,6 (14spaces) 12weeks £4 (£48) (Drama room)	Art club 3,4,5,6 (12spaces) 12weeks £4 (£48) (Art room)
		Wonder club Rec,1,2,3,4,5,6 (15 places) 12weeks £4 (£48)	Wonder club Rec,1,2,3,4,5,6 (15 places) 12weeks £4 (£48)	Wonder club Rec,1,2,3,4,5,6 (15 places) 12weeks £4 (£48)	Wonder club Rec,1,2,3,4,5,6 (15 places) 12weeks £4 (£48)	Wonder club Rec,1,2,3,4,5,6 (15 places) 12weeks £4 (£48)
Childcare						
Childcare	PM 3.30pm to 6.00pm	Childcare Booked in advance £10 Emergency Booking £11 per day	Childcare Booked in advance £10 Emergency Booking £11 per day	Childcare Booked in advance £10 Emergency Booking £11 per day	Childcare Booked in advance £10 Emergency Booking £11 per day	No Childcare

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HARINGEY EDUCATION PARTNERSHIP



tute of Education



TeachFirst



Providing the framework of children's access.
Engage and collaborate with the
community team.



Teacher
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After School Club Guidelines

- I agree as a parent/carer to pick my child up promptly from the after school club activity at 4.30pm or by 5.55pm if additional childcare has been booked.
- I understand that if I do not pick my child up at 4.30pm, they shall be placed in the after school club childcare and I shall be charged accordingly which I will be expected to pay on the spot. If unable to do so, I must arrange to pay the fine the next available school day or risk losing my child's space on the club.
- I agree to pay the club costs in full before my child starts attending, and understand that refunds will only be given if the school has to cancel the club/activity and cannot allocate the child to another club space.
- I understand that I am unable to book my child into a club if I have outstanding monies owed to the school, or if I have not paid in full for the club in advance, or agreed a payment plan with a senior leader/finance team.
- I understand there will be no refund of monies if my child is unable to attend a club due to an appointment, school trip/activity, or if the child leaves school or has an illness. I understand that once booked, the club space/childcare booking remains in place for the length of the term.
- I understand that children who are signed up for after school clubs cannot change clubs half way through the term, unless agreed with a senior leader due to mitigating circumstances.
- I will inform the school if my child is **not** going to attend an after school club.

My child and I will abide by the Willow Home School Agreement guidelines for conduct.

NAME OF PARENT/CARER: _____

CHILD'S FULL NAME: _____ CLASS _____

I HAVE BOOKED ONLINE: SIGNED: _____ DATE: _____

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Explanation of Clubs and special conditions: (Please take time to read before booking)

Club name	Club detail and aims	Club age range	Notes/Special information
Soft Play Soft play room	A fun, energetic and relaxing club.	Years,1,2	Run by internal staff.
Forest school Fox Forest	A new creative club for children to experiment different projects in our unique Fox Forest	Year ,4,5,6	Run by external staff
Branding & Design ICT Suit	Teaching young individual new ICT skills in photography.	Years 3-6	Run by external staff.
Boxing Middle hall	Learning a unique age old sport	For all ages	Run by external staff.
Wonder Club	A range of activities in school	For all ages	Run by internal staff.
Fun Maths Yr4 Class room	Exciting interactive mathematics club for children	Years1,2,	Run by internal staff.
Cookery Crew Life skill room	To learn life skills in cookery and make dishes with the skills learnt.	For all ages	Run by internal staff. Food container needed every Thursday. Food container needed every Tuesday
Hockey Main Hall	Children will be learning the rules about Hockey in a fun and practical way.	Years 3-6	Casual PE dress wear needed. Run by an external agency.
Archery Middle Hall	Learning the basics of shooting arrows and having fun	Years 3-6	Run by external staff.
French club Yr4 Class room	Learning and understanding French.	Years 3,4,5,6	Run by internal staff.
Drama Drama Studio	Children will have fun learning the skills of Acting	Years 3,4,5,6	Run by an external agency Sole star who work in Haringey.
DodgeBall Main Hall	Energetic sporty fun club teaching the skills of Dodge Ball.	Years 1&2	Run by external staff. HR Sports
Street Dance Dance Studio	Using the latest music to learn the newest dance moves, routines and produce a show at the end of term.	Years 3-6	Run by internal staff.
Art Club Art room	A fun art club for children with a chance to enjoy the art room/facilities.	Years 3,4,5,6	Run by internal staff.
Book Club Yr3 Middle Area	An exciting new story telling club	Years 1 &2	Run by Internal Staff

As always, feedback is welcome and much appreciated, do get in contact for more information or to suggest new clubs/ideas. Email: BESS@thewillow.haringey.sch.uk

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