

4 February 2020

Dear Parents/Carers

Breakfast Club

I am writing to advise you of changes to Breakfast Club procedures with effect from 24 February 2020. Our Breakfast Club runs daily during term time in the school hall. Access is through the main school reception.

Booking

To ensure that we have sufficient numbers of staff to look after your children on a daily basis we now require you to book your places in advance. We will be able to accommodate 33 children each morning.

If you would like to secure your child a place in Term 4, please complete your booking via your My Child at School account. You will then select the days you require and pay for them at the time of booking. Please note we will no longer be accepting cash payments from 24 February 2020.

If you need to amend your child's sessions for any reason, please let the Breakfast Club Team know at least two weeks in advance. We will try to accommodate your request wherever possible and you will be advised accordingly.

Additional sessions can be booked subject to availability. These extra sessions must be paid for at the time of booking via your MCAS account.

Hours

Breakfast Club is open from 8.00am and breakfast is served until 8.30am. After this the children will go to their class in time for registration.

Fees

The cost of Breakfast Club is currently to £2.50 per day. Fees must be paid at the time of booking.


Absences

If your child is going to be absent from Breakfast Club for any reason you must inform the school office. There will be no refunds for cancellations.

Problems or Queries

If you have any queries, please speak to a member of the Breakfast Club Team in the first instance.

Yours sincerely



Mr Grant-Roberts
Acting Principal

Booking onto Breakfast Club:

Log in details:

The School ID is **11826**

If you have not yet received your log in details, please contact the school office and they will issue them again.

To ensure that we have sufficient numbers of staff to look after your children on a daily basis we now require you to book your places in advance. We will be able to accommodate 33 children each morning.

1. Once on your dashboard, please select Clubs and Trips from the left-hand menu.

The screenshot shows the myChildschool.com dashboard for Akroydon Primary Academy. The left-hand navigation menu is visible, with 'Clubs & Trips' highlighted and circled in red. The main dashboard area displays several sections: 'Timetable' with a table of subjects and times; 'Dinner Money' showing a credit balance of £0.00; 'Dinner Detail' with a table of packed lunches; 'Clubs & Trips' showing upcoming clubs and trips; and 'Behaviour' with a table of achievement points. A red arrow points from the 'Clubs & Trips' menu item to the 'Clubs & Trips' section on the dashboard.

2. Select 'Breakfast Club' from 'Available Clubs & Trips'

The screenshot shows the 'Clubs & Trips' page on myChildschool.com. The left-hand navigation menu is visible, with 'Clubs & Trips' highlighted and circled in red. The main content area displays 'Frya's Clubs & Trips' and 'Available Clubs & Trips'. The 'Available Clubs & Trips' section is a table with columns: Club Name, Teacher, Next Session, Weekday, Start Time, Duration, Cost, and Spaces Available. The 'Breakfast Club' entry is circled in red. A red arrow points from the 'Clubs & Trips' menu item to the 'Breakfast Club' entry in the table.

Club Name	Teacher	Next Session	Weekday	Start Time	Duration	Cost	Spaces Available
Breakfast Club Workshop 26 September	Mr L McGrath	06/02/2020	Thu	00:00	1439	£6.00	No Limit
Breakfast Club	Miss S Green	24/02/2020	Everyday	08:00	50	£2.50	Session Dependent
Term 3 - Board Games (Thursday)	Miss S Green	06/02/2020	Thu	10:00	60	£0.00	Full
Term 3 - Cheerleading (Wednesday) KS2	Miss L Parnell	05/02/2020	Wed	15:30	60	£0.00	Full
Term 3 - Fashion Design Club (Monday)	Mrs J Capon	10/02/2020	Mon	15:30	60	£0.00	No Limit

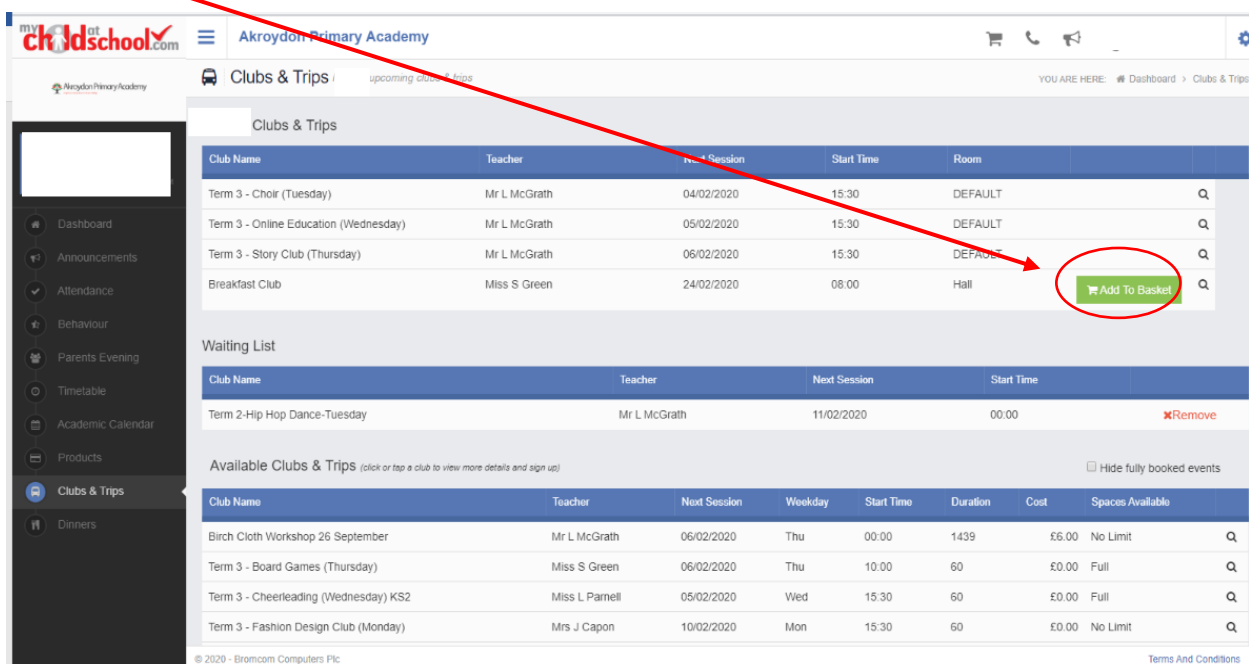
3. Select the sessions you would like to book then scroll to the bottom and click Enrol. You will then get a pop up which confirms your booking and the amount you owe.

Use the grid below to select each session you would like your child to attend. When you click 'Enrol', your child will be enrolled into all the sessions you have chosen.

Week Beginning	Monday	Tuesday	Wednesday	Thursday	Friday
03/02					
10/02					
17/02					
24/02	⊖	⊖	⊖		
02/03					
09/03					
16/03					
23/03					
30/03					
06/04					
13/04					
20/04					
27/04					
04/05					
11/05					
18/05					
25/05					
01/06					
08/06					
15/06					
22/06					
29/06					
06/07					
13/07					

Enrol Close

4. You will then be taken back to the 'Clubs & Trips' section where you will need to add it to your basket and enter the amount outstanding.



Clubs & Trips

Club Name	Teacher	Next Session	Start Time	Room	
Term 3 - Choir (Tuesday)	Mr L McGrath	04/02/2020	15:30	DEFAULT	Q
Term 3 - Online Education (Wednesday)	Mr L McGrath	05/02/2020	15:30	DEFAULT	Q
Term 3 - Story Club (Thursday)	Mr L McGrath	06/02/2020	15:30	DEFAULT	Q
Breakfast Club	Miss S Green	24/02/2020	08:00	Hall	Add To Basket Q

Waiting List

Club Name	Teacher	Next Session	Start Time	
Term 2-Hip Hop Dance-Tuesday	Mr L McGrath	11/02/2020	00:00	Remove

Available Clubs & Trips (click or tap a club to view more details and sign up) Hide fully booked events

Club Name	Teacher	Next Session	Weekday	Start Time	Duration	Cost	Spaces Available	
Birch Cloth Workshop 26 September	Mr L McGrath	06/02/2020	Thu	00:00	1439	£6.00	No Limit	Q
Term 3 - Board Games (Thursday)	Miss S Green	06/02/2020	Thu	10:00	60	£0.00	Full	Q
Term 3 - Cheerleading (Wednesday) KS2	Miss L Parnell	05/02/2020	Wed	15:30	60	£0.00	Full	Q
Term 3 - Fashion Design Club (Monday)	Mrs J Capon	10/02/2020	Mon	15:30	60	£0.00	No Limit	Q

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