

Monday 14th October 2019

Dear Parents/Carers

**Re : After school club with Sherpa Kids beginning Monday 28th October 2019**

Following our recent survey of Parents and Carers, we are delighted to announce that we will be commencing after school care, in partnership with Sherpa Kids, on site at St Ignatius School from Monday 28 October 2019.

Sherpa Kids are an international brand delivering before and after school (wrap around) care to primary schools in England, Ireland, South Africa, Australia and New Zealand. They have a wealth of experience in creating wrap around care solutions that are safe, happy and engaging places for children during parents’ working days. They deliver a fun, activity-based programme designed to help your children build a larger friend group while taking part in interesting and stimulating activities based on drama, art, music, cooking and sporting activities.

Sherpa will also provide a healthy snack as part of the daily provision.

Initially the After School Club, which will run from 3.15 until 6 pm, is being set up as a joint venture between the school and Sherpa Kids.  The school will provide care for your child from 15.15 until 16.05.  Sherpa Kids will operate the club for the remainder of the day until 18.00.  We believe that this transition will help your children to adjust to the new arrangements for the first few weeks that the club is operating, when Sherpa Kids will run the whole session from 3.15 – 6pm.

To register and book simply click on: <https://sherpakids.magicbooking.co.uk>

Simply click the button ‘Create an account’ and follow the process detailed on screen. The system will send a verification email to confirm your details – please check your spam/junk box if you do not receive this.

You will need to complete all of the details regarding your child(ren) before booking.

**Account:** You will be able to create your account and will be able to make or cancel bookings, access past bookings details and payment history. You will have access to this, 24 hours, 7 days a week. You will also have full control of yours and your children’s data including health care plans, emergency contact details, authorised collectors and communication preferences.

**Bookings:** You will make your bookings online. Simply choose the dates that you need care for, click “check availability” and proceed to payment. You can book a session up to 12 noon on the day that you need it.

**Payments:** You will be able spread the cost of your booking with a monthly instalment plan. This only applies to bookings that last over 34 days and your payment plan will be of the same duration as the booking.

Your payments will be equal every month, making it easy to budget your expenses. It works a little bit like your utility bills, you pay the same amount every month regardless of how much you consume, the only difference is that there won’t be any adjustment at the end of the period as these will happen in real time; if you cancel or add dates to an existing booking your monthly payments will automatically be adjusted to reflect the cost difference.

You will not have to worry about remembering to make your payments. After making your first payment online at the point of booking, your following instalments will automatically be taken on the same date every month. You will receive a reminder 5 days before your payment is taken.

Bookings that are for a period shorter than 34 days will have to be paid up-front.

**Childcare voucher and TFC:** In time, you will be able to pay all/part of your wrap around care costs using childcare vouchers. We will let you know the process around this as soon as we can.

**Fees:** The cost for each session will be £10. A 10% discount will be available (on 2nd of subsequent children) for families who send two or more children to the club.

**Parents working for Sherpa Kids:** If any parents are interested in working at the After School Club, please contact Sherpa Kids directly for further information.

**Help and support**

Members of the Sherpa Kids team will be in the school on Friday 18th October 2019 during our Family Learning Conference Day. They will be able to give you more information about the club and help you register on the booking system if needed. For Reception parents, please speak with Ms Allan during your Family Learning Conference if you require more information.

If you would like to discuss the Sherpa Kids After School Club before Friday, please come and speak with me or Ms Curran.

We would encourage all parents to register on the system even if you do not have a current need for the service. This will mean that, should an emergency arise, you will be able to book your child into the club with 3 hours notice.

We also hope to be able to run holiday clubs with Sherpa Kids over the summer holidays. We will give you more information on this closer to the time.

We hope that you will find this after school provision a useful addition to our school services.

Yours sincerely,

CJ Bonner

Head Teacher

