



St John's Highbury Vale C of E Primary School

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Head of School: Mrs Lindsey Hodgson

Executive Head: Mrs Tonnie Read

Tuesday 2nd May 2023

Kidz Club

Dear Parents and Carers,

We are well into our second year of Kidz Club, the wrap around childcare service offered directly by our school staff. Mrs O'Connor, Ruth, Beverly and Janet do a fantastic job of making sure the children are safe, happy and entertained every evening.

Recently, it has come to my attention that there are a number of parents who are arriving after 6pm. This means members of staff have had to wait with children until they have been collected. I feel it is unreasonable for parents to expect staff to work additional unpaid hours in order to supervise the children for longer than they are contracted to. Staff have missed personal appointments and transport home when children have not been collected on time. Therefore, we are making two adjustments to the service we offer. Unfortunately, if you are late to collect your child on more than three occasions, we will reduce the time offered to your child at Kidz Club, meaning collection will be changed to 5.45pm.

Secondly, for parents arriving late to collect their children, and where staff have to stay longer than their contracted hours, there will be a £10 late fine per child. As an employer, we have a moral responsibility to pay adults working on site. This fine will help support the school to do that if lateness continues, so it is not taken directly from the school budget.

If a child is not collected from the school site, after half an hour from the closing point of Kidz Club, and we have not been able to contact an adult for the child, then it is our duty to inform social services, who then become responsible for the child until parents or carers are contactable. Please make sure that the office staff have all the appropriate contact numbers for any adults who are responsible for collecting your child from school at the end of the day.

There are also the odd occasions, in which we have to cancel Kidz Club completely. As mentioned above, four members of the St John's staff team run Kidz Club every evening, meaning they miss a lot of staff training, and have to catch up at later points. However, there are essential training sessions, such as safeguarding updates and medical training, that they must attend once or twice a term, these may be ran after school. My self and the office staff, always endeavor to give enough advanced notice when this may happen, first, this will always be done in the school newsletter, as all main school communication comes out in this every Friday.

Yours sincerely,

Lindsey Hodgson
Head of School

