

Go Live 2024-25

Dear Parents and Carers

Bookings for the academic year 2024-25

Please note that there will be a price increase for 2024/25 academic year bookings:

- £6.00 for Breakfast Club and
- £12.00 for Afterschool Club.

This is our first price increase in 2 years, and whilst we try to keep our costs as low as possible a price rise was unavoidable due to our increased costs. Despite this we are still one of the lowest cost childcare providers in our area and our charity status helps us to maintain that. Please note that prices may be subject to further increases during 2024/2025 but we are hoping this will not be necessary. Parents will be advised in advance of any increases, and these would only apply to any new bookings made after the announced change.

We have retained the current space we use within school for next year and to help us manage all our spaces effectively there will be 2 booking activities for the 2024/25 school year. These will display as

- Key Stage 1 – 2024/25 Kids Club and
- Key Stage 2 – 2024/25 Kids Club

in the Booking Activity section of magicbooking. **The year groups are based on the year group that your child(ren) will be in from September 2024 NOT on their current year group.** A number of spaces have been allocated to each group and bookings for the 2 groups will take place on different days,

- Bookings for **Key Stage 2** (those who will be in Year 3, 4, 5 or 6 from September 24) **will go live from Monday 19th February 2024 at 7pm,**
- and
- Bookings for **Key Stage 1** (those who will be in Year 1 or 2 from September 24) **will go live from Monday 26th February 2024 at 7pm**

Please ensure that you book your child(ren) on to the correct activity. In most cases the system won't allow you to book the wrong activity as they are age appropriate however there is a slight overlap which means that a small number of children can be booked onto either activity. This effects **children who become 7 years old between 19th February and 31st August 2024 (inc).** **Children falling in this category must be booked onto the Key Stage 2 activity.**

All bookings are 'subject to approval', which means that you will not have a final decision on whether you have secured the places you've requested on go-live night. We are aiming to deal with all applications by the end of the week following 'go-live'. If you experience problems on booking day support will be provided and priority will be given to booking issues. Payment and less urgent issues will be resolved in the days following 'go live'.

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Younger siblings (those who will be Y1 and Y2 in Sept 2024) of any KS2 child securing a place during the KS2 booking process will be given priority for the same days and sessions as their older sibling. Parents will still need to book all the places they need for all children as normal.

You will be able to book in any pattern at 'go live' but please **make sure you only book the sessions that you require**. We reserve the right to query and cancel any booking that does not meet the terms of our booking policy e.g. a parent block booking all week who normally books only two sessions a week. The Committee have considered feedback from parents and looked at the overall impact of the 90 days cancellation period on our business and have decided that the policy will remain unchanged for 2024-25 bookings.

If you need places for the full academic year (September 2024 to July 2025) please book them all at the same time, as we cannot guarantee their availability at a later date. Payment isn't due until 30 days before the first session booked and we have monthly payment plan options available.

We will not be accepting any bookings for children starting reception in September 2024 until after the Easter break when school places have been offered. A separate communication will go out to parents about the booking process for new starters prior to Easter.

As per the Booking Policy, new reception parents who have existing children using club will receive priority for any spare places we have left before brand new club users are given access to any spare places. However, places cannot be guaranteed especially on peak days (Tuesdays and Wednesdays) and we may need to operate a waiting list on these days. If you have a new reception child starting in September you may wish to consider this when deciding which days you wish to book for an older sibling on 'go live'.

To ensure you will be able to book please check your MagicBooking account well before go live....

In 'My Account':

1. Check you are registered with the 'Ecclesall Kids Club' centre

For each of your children ensure:

1. 'Main centre' is 'Ecclesall Kids Club'
2. 'School' is 'Ecclesall Primary School' and their current year is correct.
3. Date of birth is correct
4. Two emergency contacts are listed under 'Emergency'
5. Everyone who might collect your child is listed under 'Collectors'
6. The name and address of a GP is recorded
7. All the permission fields in your child's profile are completed including all consents and medical information is updated.

IMPORTANT

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You will need to ensure that all current monthly payments are up to date, as **any 'overdue' balance greater than £50 means that you will not be able to book your 2024/25 sessions.** As most parents' payment plans are due on or around the 7th of the month **its important that February payments reach us by the 13th of February at the latest to ensure that your account does not have an overdue balance at go-live.**

A deposit is not required when you book but you will need to pay a £10.00 deposit within 7 days of your booking being approved to secure your booking.

A simple guide on 'How to Book on approval 2024-25' is attached and we recommend that you familiarise yourself with the contents before the go-live date.

Thank you for your continued support

Ecclesall Kids Club
Management Committee