

# JB's and Earlybirds

for the children of Baines Endowed School, Thornton



Newsletter: September 2020



**Stay Safe**

Hello Everyone,

Welcome back, we are looking forward to seeing you all. It will inevitably be strange at first, not only have we been away from school, some of us, for six months, we will also have a different way of working which I'm sure we'll all get used to. I will do my best to list everything below and if you have any queries about anything, please email me.

## **Dropping off and collecting your child/ren**

Please use the Bay Horse entrance and wait at the blue gate where your child will be collected from or brought to you. The gate to the playground will be locked to allow for children playing outside.

## **Bases**

Reception and KS1 children will have their base in the school hall, use the infant playground and the infant toilets.

KS2 children will have their base in the dining hall, use KS2 playground and the toilets assigned to their class by school.

## **Earlybirds**

When the children arrive at the club, they will be asked to wash their hands, any lunchboxes will be wiped down by a member of staff.

Infants will be escorted to the school hall with their belongings.

Refreshments and activities will take place in the hall. Before school starts they will be asked to use the toilet and wash their hands before being escorted to their classroom and handed over to a member of staff.

KS2 will have an assigned place in the dining hall to put their belongings.

Activities and refreshment will take place in the dining hall, on suitable mornings Y5/6 or Y3/4 may have a chance to use the outdoor space. The children will be asked to use the toilet and wash their hands before the start of the school day. They will then be sent to line up outside their classrooms to be met by a member of staff.

## **JB's**

Infants will be collected from their classroom, along with their belongings and escorted to the school hall. They will then go to the toilet and wash their hands before snack time. We will use the KS1 playground and play outdoors as much as possible where this is not possible we will have activities in the hall.

KS2 children will bring their belongings into the dining hall, a class at a time, and put them into their assigned place. They will be asked to wash their hands before snack time. After eating, activities will take place using the outdoor areas as much as possible.

## All children

If anything has been left in the classroom at the end of the day we will be unable to retrieve it, due to lack of free staff. We will, of course, try to make sure we have everything.

We aim to have the same members of staff with each of the groups. The groups will be as follows: Y5/6, Y3/4 and Reception/KS1. We will do our best, within these groups, to keep children with their class.

## **Refreshments**

Initially we will offer:

### Earlybirds

Washed fruit and breakfast bars

### JB's

Fruit, wrapped snacks (low calorie)

### Drinks

Water or milk

As a team, and with help and advice from Mrs Finney, we will continue to re assess our procedures on a regular basis. We will let you know should there be any changes.

## **Payments**

We have a new invoice system that should save time, this system has good reviews from other afterschool clubs so we hope it will work well for us too. There may be some initial hiccups but Mrs Harrison will do her best to sort it out quickly, should any problems occur.

We will not be accepting cash or cheque payments. We are following school's lead of using less paper and also I feel it is not fair to ask a

member of our staff team to stand in a long queue, with all that that involves, for the bank when it can be avoided.

These are our details for Bacs: Please use your child's name when you send the money across to us to avoid confusion as some children do not share the payees name.

JBs Club  
HSBC  
Victoria Square  
Thornton Cleveleys  
FY5 1AY  
Sort code: 40-17-31  
Acc num: 61202707

Of course, there are still the salary sacrifice vouchers that a lot of you use, or the HMRC Childcare Choices system that people pay nursery fees through. You pay 80% of fees and HMRC top up the other 20%.

Any queries regarding payments, please email Mrs Harrison at:  
[s.harrison@bainesendowed.lancs.sch.uk](mailto:s.harrison@bainesendowed.lancs.sch.uk)

I apologise if this is very "wordy", I have been trying to give everyone as much information as possible and will probably have missed something out.

If you think of anything that needs more clarification or have any queries, please email me and I will do the very best I can to help.

With Kindest Regards  
Linda

time SPENT  
PLAYING  
WITH CHILDREN  
IS  
NEVER  
WASTED  
-DAWN LANTERO