



Tuesday 25<sup>th</sup> August 2020

## **HOMEWORK AND ACTIVITY CLUB** **(Formally our 2pm-3pm Homework/Activity Club)**

This letter contains all the information you need to know about our Homework / Activity Club, starting on **Monday 7<sup>th</sup> September**. Please read this letter carefully if you intend your child to use it as, with COVID-19, and our staggered school finishing times, the running of this club is now a little bit complex. If this letter isn't clear, in any way, please give school a call and we will try our best to answer your query.

- 1) On a Monday, Tuesday, Wednesday and Thursday, our Homework / Activity Club will operate between 2pm and 3pm. On a Friday, this club will run from 1pm – 2pm, as school will start to stagger leaving from 1:10pm on a Friday, starting with our P7 children. (For full info on staggered start and finishing times [please click here](#) to see the info previously sent out to parents)
- 2) Children will arrive at staggered times, as our school finishing times will be staggered from 2pm – 3pm.
- 3) As a result, payment, to cover the staffing cost, as well and resourcing costs, will be reflective of the time spent at the Activity Club. So, the cost, for each day, it as follows:

### **Monday – Thursday**

P1 Club Start Time: 2.00pm	P1 Club Finish Time: 3pm	Cost: £4.50
P2 Club Start Time: 2.00pm	P2 Club Finish Time: 3pm	Cost: £4.50
P3 Club Start Time: 2.10pm	P3 Club Finish Time: 3pm	Cost: £3.75
P4 Club Start Time: 2.20pm	P4 Club Finish Time: 3pm	Cost: £3.00
P5 Club Start Time: 2.30pm	P5 Club Finish Time: 3pm	Cost: £2.25
P6 Club Start Time: 2.40pm	P6 Club Finish Time: 3pm	Cost: £1.50
P7 Children, due to finish school at 2.50pm, and intending on going on to Kids' Cave, will remain with their class teacher until 3pm and will go straight to Kids' Cave.		

### **Friday (Staggered finish times are different)**

P7 Club Start Time: 1.10pm	P7 Club Finish Time: 2pm	Cost: £3.75
P6 Club Start Time: 1.20pm	P6 Club Finish Time: 2pm	Cost: £3.00
P5 Club Start Time: 1.30pm	P5 Club Finish Time: 2pm	Cost: £2.25
P4 Club Start Time: 1.40pm	P4 Club Finish Time: 2pm	Cost: £1.50
P1, P2 and P3 Children, due to finish school at 1.50pm or 2pm, and intending on going on to Kids' Cave, will remain with their class teacher until 2pm and will go straight to Kids' Cave.		



## Victoria Primary School & Nursery Unit

Coronation Road, Carrickfergus,  
County Antrim, BT38 7EZ  
Tel: 028 9335 1781  
Email : victoriaprimar@hotmai.co.uk  
**Principal** : Mr C. Fulton BA Hons (QTS)



- 4) **ALL BOOKINGS, ALONG WITH PAYMENT, MUST BE MADE FROM THE THURSDAY OF THE WEEK BEFORE. WE ACCEPT BOOKINGS UP UNTIL 12PM ON A FRIDAY FOR THE FOLLOWING WEEK. PLEASE BE ADVISED THAT, IN LIGHT OF COVID-19 CONCERNS, ANY BOOKINGS NOT MADE BY 12PM ON A FRIDAY THE WEEK BEFORE WILL NOT BE HONoured AND YOUR CHILD WILL BE UNABLE TO ATTEND.**
- 5) **CORRECT CHANGE MUST BE GIVEN WHEN BOOKING AND PAYMENT MUST COME INTO SCHOOL USING THE BOOKING ENVELOPE SUPPLIED. WE ARE UNABLE TO PROVIDE CHANGE OR CARRY MONEY OVER TO FUTURE BOOKINGS. IT WILL BE ASSUMED THAT IF AN OVERPAYMENT IS MADE THAT YOU ARE HAPPY FOR THIS TO BE ADDED TO SCHOOL FUNDS.**
- 6) If children are going home at 3pm (Mon – Thurs) or 2pm (Friday), the end of our Activity / Homework Club, they must be collected, by an adult, at the Primary 1 entrance. For any children going on to our Kids' Cave club, members of staff will take children to this club. Please use the buzzer at the P1 door to let staff know you have arrived.
- 7) Booking envelopes can be collected, in bulk, from the school office. Please **only** use the booking envelope for making a booking and providing payment.

Once again, I am sorry for such a rigid list of what to do and not do. However, as previously said, all decisions have been made for a specific reason. Without them, we would be unable to open our Homework / Activity Club.

Thank you all in advance for your support at this time.

Mr C. Fulton  
Principal

Our booking envelope, that can be collected from school, looks like this.

	Monday	Tuesday	Wednesday	Thursday	Friday	
	<b>Homework / Activity Club Booking Envelope</b>					
Please use this booking envelope for ALL bookings for our Homework Club. <b>PLEASE INCLUDE CORRECT PAYMENT IN THE ENVELOPE AT THE TIME OF BOOKING.</b> No change can be provided. It will be assumed that if an overpayment is made you are happy for this to be added to school funds.						
Child's Name: _____ Class: _____						
<b>Please circle the year group booking for your child on each day you wish them to attend.</b>						
	Monday	Tuesday	Wednesday	Thursday	Friday	
<b>Primary 1</b>	2pm-3pm £4.50	2pm-3pm £4.50	2pm-3pm £4.50	2pm-3pm £4.50	Not available (Kids' Cave starts at 2pm)	Total Cost For Whole Week
<b>Primary 2</b>	2pm-3pm £4.50	2pm-3pm £4.50	2pm-3pm £4.50	2pm-3pm £4.50	Not available (Kids' Cave starts at 2pm)	£ _____
<b>Primary 3</b>	2.10pm-3pm £3.75	2.10pm-3pm £3.75	2.10pm-3pm £3.75	2.10pm-3pm £3.75	Not available (Kids' Cave starts at 2pm)	
<b>Primary 4</b>	2.20pm-3pm £3.00	2.20pm-3pm £3.00	2.20pm-3pm £3.00	2.20pm-3pm £3.00	1.40pm-2pm £1.50	Total Enclosed in Envelope
<b>Primary 5</b>	2.30pm-3pm £2.25	2.30pm-3pm £2.25	2.30pm-3pm £2.25	2.30pm-3pm £2.25	1.30pm-2pm £2.25	£ _____
<b>Primary 6</b>	2.40pm-3pm £1.50	2.40pm-3pm £1.50	2.40pm-3pm £1.50	2.40pm-3pm £1.50	1.20pm-2pm £3.00	
<b>Primary 7</b>	Not available (Kids' Cave starts at 3pm)	Not available (Kids' Cave starts at 3pm)	Not available (Kids' Cave starts at 3pm)	Not available (Kids' Cave starts at 3pm)	1.10pm-2pm £3.75	Please remember no change can be given.