



St. Philip Neri with St. Bede Catholic Voluntary Academy

Our Lady of Lourdes Catholic Multi Academy Trust

Headteacher: Mr D Steele

Deputy Headteacher: Mrs P McCay/Mrs N Shivley

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Dear Parents,

30 Hours Childcare Entitlement

As you are aware we are going to begin the 30 hours childcare entitlement within the Foundation Unit. This is 3 hours in the morning and 3 hours in the afternoon. Therefore the dinner time provision is being provided as an extra hour between 11.30am - 12.30pm. The cost for two extra members of staff is £20 per week. This is to cover the cost of two experienced practitioners who will be responsible for your child's care and supervision.

The £20 per week purely covers the basic costs and is part of the Governors commitment to keep families together and for our nursery to remain as an integral part of our St Philip's community. You will be invoiced on a monthly basis for the five days per week (Monday-Friday) during term time. Due to the school having a commitment to employing the additional members of staff unfortunately if your child is ill or unable to attend nursery you will still be charged for the missing days as part of the agreement.

This invoice will be sent to you electronically each month to your chosen email address. This will be paid via the Trust bank account (details will be included on the invoice). When making the payment through your bank you must include the **sales invoice number** as reference for the payment so that it can easily be allocated to your account once received.

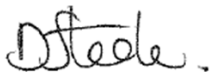
Each child will have the option of bringing their own packed lunch from home or having a school dinner provided for them. If your child requires a school dinner this will need to be paid for separately to the invoice above and will be in line with the system for the rest of the school. This is also paid online.

We ask that school dinners are paid for in advance and on a weekly basis (or monthly if you prefer but accounts must always remain in credit) via our school online payment system Scopay. This is internet based or it can be downloaded as an app on your mobile device and is very easy to use and top up.

A separate letter will be provided for every child with detailed instructions on how to set up Scopay and your unique reference code to access your child's account. The cost of a school dinner is £2.30 per day / £11.50 per week. The amount you pay each week / month will show up as credit on your account, each

day your child has a school meal £2.30 will be automatically deducted from your account. You will not be charged for dinners on the days your child is not in school and any credit you put onto your account will remain and money will only be deducted if a dinner is ordered.

Best Wishes,



Mr D Steele
Headteacher



"Pupils are very happy in the school. They like coming to school and enjoy their lessons because the teachers make lessons fun. They feel safe at school and know how to keep themselves safe in the community and on the internet."

Ofsted, September 2017