

# BROOK INFANT SCHOOL AND NURSERY BREAKFAST AND AFTER SCHOOL CLUB NEWSLETTER



<https://brook.childcare-online-booking.co.uk/>

[brookclubbookings@brookinfant.school](mailto:brookclubbookings@brookinfant.school)

01293 886521 (School Office)

**Facebook:- Brook Infant Breakfast and After School Club**



The topic this term is 'Turrets and Tiaras'. We have lots of activities planned to do with the children such as, making crowns and junk modelling castles. We have already made some amazing crowns, created shield paintings, decorated our own castles and we have done so much colouring! It's been lovely to see all of the children's beautiful creations.

We are still having lots of fun playing outside when the weather allows it. We play football on the front playground and have different activities on the back playground everyday such as running, hula hooping and skipping. However, even when it's too rainy to enjoy outside we keep just as active inside with dancing and yoga!



## **After School Club Christmas Party**

### **Thursday 18<sup>th</sup> December**

We are delighted to announce that our After School Club Christmas Party will be taking place on Thursday 18th December. There will be:

- Fun festive games and activities.
- Christmas crafts and decorations.
- Party food for all.

This is a wonderful opportunity for the children to celebrate together, enjoy the Christmas spirit, and make lasting memories with their friends.

If your child would like to come and join the party please book a place via the Booking System <https://brook.childcare-online-booking.co.uk/>

## **Dates for your diary**

- 18<sup>th</sup> December 2025 - After School Club Christmas Party
- 19<sup>th</sup> December 2025 - No After School Club as school and nursery closes at 13:00
- 5<sup>th</sup> January 2026 - INSET DAY - No Breakfast or After School Club.
- 27<sup>th</sup> March 2026 - INSET DAY - No Breakfast or After School Club.
- 7<sup>th</sup> May 2026 - POLLING DAY - No Breakfast or After School Club.
- 1<sup>st</sup> June 2026 - INSET DAY - No Breakfast or After School Club.



# Important - Parking outside school



We kindly ask all parents and carers to avoid parking on the yellow zig-zag lines directly outside the school gates, on the pavement outside the school gates or on the corner of the road opposite on the zig zag or double yellow lines.

- Parking on school zig-zag lines is prohibited by law. These markings are there to keep the entrance clear and safe for children. Zig-zag lines are designed to give children a clear view when crossing and to ensure drivers can see them
- Parking on the double yellow lines on the corner of the road opposite the school gates. Double yellow lines mean no parking at any time, regardless of how short the stop may be.
- Parking on corners obstructs visibility and can be considered an offence if it causes danger or obstruction to other road users. Cars parked on corners block sightlines, making it harder for children and other drivers to judge when it's safe to cross or turn.

Please use the layby or park further down Salterns Road where it is safe and legal. A short extra walk makes a big difference to the safety of all the children.

We have been advised by the Police that any unsafe or illegal parking is to be reported to Operation Crackdown and parents will be contacted and fined for illegal parking.

Together, we can keep our school community safe. Thank you for your cooperation.



# Sickness

If your child is unwell and won't be attending Breakfast or After School Club please ensure you contact us either via 01293 886521 or email [brookclubbookings@brookinfant.school](mailto:brookclubbookings@brookinfant.school).

This ensures that we are not then expecting your child to arrive for Breakfast Club or that we are waiting around at Junior School to collect them.



## Wet Weather

As the weather is now getting colder and wetter. Please ensure your child has a weatherproof coat and suitable wet weather shoes/boots especially if they are on walking bus.

The children on walking bus will walk in all weathers to and from Maidenbower Infants and Juniors so it is essential they have wet weather clothes/shoes available.

## Late Collection

We kindly ask that all children attending After School Club are collected promptly at their booked session time. It is essential that children are collected on time so that staff can maintain the correct ratios during club.

For those booked until 17:00, please ensure you arrive promptly, as staff need to focus on supervising the children staying until 18:00. Please also note that the school closes at 18:00. At this time, staff must finish up, secure the building, and head home.

If you are going to unavoidably late please ensure you ring us on 01293 886521 and choose After School Club on the answer machine to speak to a member of the team.

**Important:** If children are collected late on a repeated basis, families will be charged for an additional hour.

Your cooperation helps us keep the club running smoothly and ensures a safe, positive environment for all children. Thank you for your continued support.



## Walking Bus Rules

Please can we remind all parents of children on the walking bus to ensure they have talked to their children about the walking bus rules. It is important to ensure the children's safety whilst travelling to and from Brook Infant to other Maidenbower schools.

Our rules are:

- Listen to any safety rules before the bus sets off. A register and head count will be taken before the bus leaves.
- Children must walk sensibly in pairs within the walking bus.
- Children must walk together and stay together as a group - please do not stop and talk to your friends on the way.
- Children must stop at ALL road crossings and wait for the walking bus leader to confirm it is safe to cross. Children must not cross any roads without an adult.
- Children, on arrival at Maidenbower Infant School are taken to the child's classroom door.
- Children on arrival at Maidenbower Junior School must be checked in by the Walking Bus Leader. The leader will confirm that they can enter the school building through the middle double doors on the Year 3-4 playground after handing in their hi-vis.
- Children on collection from Maidenbower Infant School must report into the walking bus leader who will be waiting in the library.
- Children on collection from Maidenbower Junior School must report into the walking bus leader at the usual collection place, which is beneath the basketball post. A register will be taken before walking back to Brook Infants.



## Breakfast Finishes at 08:10



Please be aware that if your child is booked into Breakfast Club, we stop serving breakfast at 08:10 so that we have the time to clear everything away in the hall and get the children ready to get to their classes and on walking bus to Maidenbower Infant and Junior Schools.

If your child arrives after this time we are unable to serve them breakfast.

## Staff Car Park

**Please can we remind parents not to park in the staff car park;**

Staff are driving in and out of the car park at all times. Please can we ask you to ensure you are keeping over to one side nearest the wall whilst waiting for the doors to open so that we can keep everyone safe at this time.

## Terms and Conditions

Please ensure you have read our Terms and Conditions which are available on our website:

**[https://www.brookinfant.school/breakfast and after school club terms and conditions](https://www.brookinfant.school/breakfast%20and%20after%20school%20club%20terms%20and%20conditions)**

Please note our 14-day cancellation period for After School Club.

# Contacting Club

If you need to speak to us, please call the School Office on 01293 886521 and follow the instructions or email [brookclubbookings@brookinfant.school](mailto:brookclubbookings@brookinfant.school).



Natalie  
BFC and ASC  
Manager



Denise  
BFC and ASC  
Assistant



Debbie  
BFC and ASC  
Assistant



Natalia  
BFC and ASC  
Assistant



Isabella  
BFC and ASC  
Assistant



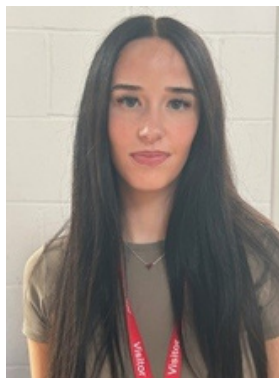
Sue  
BFC and ASC  
Assistant



Eddie  
ASC Assistant



Katie  
ASC Assistant



Carys  
ASC Assistant



James  
ASC Assistant



Rebecca  
ASC Assistant

## Finance and Administration Support:

Hazel Wellcome (School Business Manager) [sbm@brookinfant.school](mailto:sbm@brookinfant.school)  
Emma Taylor (School Administrator) [schooladmin@brookinfant.school](mailto:schooladmin@brookinfant.school)

# Important Reminders - Please Read

**Ad Hoc or On The Day Bookings** - if you require a space in club at short notice please call the School Office on 01293 886521 to check availability and, if available, we can book your child a space.

**Child Sickness** - If your child is off sick and booked into club, please ensure you phone us on 01293 886521 to let us know that we will not need to collect your child that day. We can then adjust our registers and this therefore avoids us not waiting for your child to join the walking bus.

**Extending Club Hours** - Please be aware that if you need to extend your After School Club hours from 17:00 to 18:00 you will need to contact us either via [brookclubbookings@brookinfant.school](mailto:brookclubbookings@brookinfant.school) or telephone the main School Office on 01293 886521. Unfortunately, this process cannot be undertaken by parents via the booking system because of you being charged twice.

**Government Tax Free Payments** - You can get up to £500 every 3 months (up to £2,000 a year) for each of your children to help with the costs of childcare. This goes up to £1,000 every 3 months if a child is disabled (up to £4,000 a year). For every £8 you pay into this account, the government will pay in £2 to use to pay your provider. Please visit <https://www.gov.uk/tax-free-childcare> for more information.

If you are paying using Government Tax Free Childcare please email club with your reference number ending TFC. If we don't receive your TFC reference we are unable to add any payments to your account.

**Three day cut off for bookings** - Please be reminded that there is a 3 day cut off for booking club. For example if you want to book a Monday session this will need to be booked by Thursday lunchtime. Please contact the School Office for any sessions you need at short notice on 01293 886521.

## Facebook

Come and join us on Facebook to see lots of exciting things the children are doing in club. You can access our Facebook page via **Brook Infant Breakfast and After School Club** or via the QR code below.

