

St. Francis' Catholic Primary School

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Headteacher: Mrs Maria Wheeler

Dear Parents,

Before and after-school care changes effective from September 2020.

Following a review of financial projections, in-depth discussions with our Governing Body, and advice and guidance from other schools and Surrey County Council, we have taken the decision to bring the provision of our before and after-school care under school management from September 2020.

Why we have made this decision

As government funding cuts and increases to staff pay and pensions really begin to make an impact on school budgets, we have been considering ways, in addition to your contributions through the Governor Fund and School Fund, that we can increase the amount of income we self-generate for our school.

To help us identify ways we could generate more income, we benchmarked our financial performance against 10 other local primary schools of similar size and socio-economic backgrounds and it was clear that all of them generated more income by providing wrap-around care for their families themselves.

Based on the facts gathered, and after careful consideration of the options, we have taken the difficult decision to bring the provision of before and after-school care under school management. We are very happy with the quality of care Mrs Webber and the team at Squirrels have provided over the last five years and appreciate the contribution they have made to the children and parents at St Francis.

What this means for current parents:

1. Those of you who are current Squirrels' customers

There are no changes to the current provision this academic year. Please continue to liaise directly with Mrs Webber.

2. Those of you on the Squirrels' waiting list

If you are already on the waiting list, Mrs Webber will inform you if a place becomes available. Please liaise with her directly.

If you would like a place in wrap-around care based at St Francis from September 2020, please contact the school directly at questions@stfrancis.surrey.sch.uk and we will contact you nearer the time about your requirements.



Diocese of Arundel & Brighton



3. New customers

To confirm, if you would like a place in Squirrels during the current academic year (before July 2020), please contact Mrs Webber. If you would like a place in wrap-around care based at St Francis from September 2020, please contact the school directly at questions@stfrancis.surrey.sch.uk and we will contact you nearer the time about your requirements.

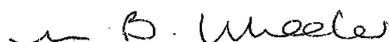
Please see the 'Frequently Asked Questions' attachment at the end of this letter to cover other queries that you may have.

What happens next and when you will hear more

Our planning is well underway, and we will share more on our progress with you in the New Year. We are looking at policies, procedures and recruitment, as well as the potential to increase capacity if there is demand. We would like to consult with you, our families, along the way.

Please be reassured that in managing the wrap-around care, we are aiming to generate income that the school can use to benefit your children. Self-generated income enables us the freedom to choose how to spend it: whether on staffing levels, new projects or new equipment. Our focus is on providing the best education and experiences for your children and ensuring we have the resources to do so. We recognise the importance of providing a before and after-school club that benefits parents and provides an affordable childcare offering, as Squirrels has done. Prices will initially remain the same to ensure minimal impact on families. We will review them on an annual basis and any change to prices in the future will depend on demand and our running costs.

If you have any further questions that are not addressed in the attached 'Frequently Asked Questions', please email questions@stfrancis.surrey.sch.uk



Mrs Maria Wheeler
Headteacher

Frequently Asked Questions

Will you be changing the hours of breakfast club and/or afterschool club?

Our opening hours will, at minimum, be the same as currently offered 7.30-9.00am and 3.15-6.00pm during term time. If we are able to offer extended hours to this, we will consult with parents about what hours would be most useful to them.

Will you have more spaces than currently available?

This is something we will also be considering and will depend on demand and recruitment. By bringing the wrap-around care under the management of the school, we will have more flexibility on how we use the school premises and facilities, which could lend itself to increased capacity if needed.

My child is currently in Squirrels, is his/her place guaranteed?

Current arrangements for this academic year will not change and your child's place is guaranteed until July 2020. If you would like a place in the wrap-around care based at St Francis from September 2020 onwards, please contact the school directly at questions@stfrancis.surrey.sch.uk We will then contact you nearer the time to check your requirements.

I am on the waiting list; will my child have a space in September?

The current waiting list is for this academic year until July 2020. If you are already on the waiting list, Mrs Webber will contact you if a space becomes available. If you would like a space from September 2020 onwards, you need to contact the school directly at questions@stfrancis.surrey.sch.uk

My child currently is not using breakfast club, but I would like to book a place for September 2020, how do I do that?

Please contact the school directly by emailing questions@stfrancis.surrey.sch.uk We will contact all parents in the summer term with information about how to book.

How much will it cost?

We have no immediate plans to change the pricing structure and prices will initially remain the same. We will review this on an annual basis and consider different options to ensure wrap-around care at St Francis remains an affordable childcare provision for parents. This could include the potential for sibling discounts and reductions in the cost of school-run clubs to parents of children attending the after-school club. Any future changes will result from consultation with parents and will depend on demand and running costs.

When will you be recruiting staff and how can I find out more?

We will start recruiting in the spring term and will advertise jobs on the school website, in the newsletter and externally. If you would like to register your interest sooner, please contact our School Business Manager by emailing info@stfrancis.surrey.sch.uk



Why do we need to generate more income when parents are already asked to contribute to the Governors Fund, School Fund and PTA?

As mentioned, there are increasing pressures on school budgets. Self-generated income provides us with the control to allocate money to where it is most needed. In the same way that government grants often have restrictions over how money is spent, the different school funds have very distinct purposes:

- Your £5 per month contribution to the **Governor Fund** helps us contribute the required 10% towards any capital costs. This includes buildings and maintenance projects to improve our facilities and significant investment in the school infrastructure.
- Your £2.50 per month contribution to the **School Fund** helps us to pay for additional curriculum enrichment experiences for our children, over and above the statutory requirements of the National Curriculum. For example, the pantomime and subscription to curriculum software packages that the children can access, such as Linguascope.
- Fundraising from PTA events is also used to benefit the children. For example, with additional resources and services that enhance the curriculum and experiences offered to our children. This can include equipment, resources and subscriptions. However, it cannot be used to cover the core running costs of the school.
- **Income we generate for ourselves** (including the provision of wrap-around care) will be used to bridge any funding gaps in the delegated budget we receive from the government. We have flexibility to use this as needed to benefit the school. This spending can include staffing costs, which account for the majority of school costs, core materials, support services and general supplies.

For more on the Governor Fund and School Fund and details of what we have spent this money on in the past, please refer to the letter we sent out earlier this term. It is also available on the Letters home section of our website, or under the Letters tab on the App.

I have more questions, whom should I ask?

If you have a question that is not answered here, please bear with us as we are currently working through our policies and procedures. Please email questions@stfrancis.surrey.sch.uk and we will answer it as soon as we can.