



NOTTINGHAM ACADEMY

Principal: Mr S Jones
PA to the Principal: Mrs A Wright

Greenwood Road, Nottingham NG3 7EB

Telephone: 0115 748 3385

Email: adminp@nottinghamacademy.org

Website: www.nottinghamacademy.org

 @NottmPrimary

AW/SJ

Tuesday 8 September 2020

Re-Opening of Breakfast Club - Monday 21 September 2020

Dear Parents / Carers

Firstly, I would like to take this opportunity to thank you for your patience and understanding over the last few days as we have re-opened the School. Although our day to day is somewhat different it is fantastic to have all the children back on site and we hope your child has settled in well to their new class.

We are glad to announce we are in a position to re-open our Breakfast club provision. At this time we are opening breakfast club only, however our After School provision will open from Monday 28 September 2020. In line with Government and Trust guidance, there are a number of changes to how we will operate our Breakfast club, these changes are set out below.

Bubbles

We will continue to use the Dining hall on both sites, however, the dining hall will be split into sections to allow Year group bubbles to socially distance. At Greenwood Road the children will be separated into the following groups and placed in different areas of the Dining hall:

- F2, Year 1 and Year 2
- Year 3 and 4

Within these groupings, each year group will be kept distanced from each other.

At Sneinton Boulevard Year 5 and Year 6 will be kept in their Year group bubble once again in different areas of the Dining hall.

Timings

Due to our new School start times and drop off arrangements we have made the following changes to the timings of breakfast club:

Site	Start time	Latest drop off time	Entrance
Greenwood Road (F2 – Y4)	7.40am	8.00am	Enter via the Primary staff car park, through the main gate to drop off at the dining hall doors.
Sneinton Boulevard (Y5 – 6)	7.30am	8.00am	Enter via the drive to drop off at the dining hall door

Due to our new operating guidelines all children will need to be in Breakfast club by the above 'latest drop off time'. After this time the gates will be locked and there will be no access to the site.

The Nottingham Academy is part of the Greenwood Academies Trust group of Academies

The Greenwood Academies Trust is a company limited by guarantee, registered in England and Wales, registered number 06864339.

A list of Directors is available for inspection at the registered office, Greenwood House, Private Road No 2, Colwick Quays Business Park, Nottingham NG4 2JY.

Further information about us is available at <http://www.greenwoodacademies.org>



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Bookings and payment

Going forward all bookings need to be sent via email to the following email address: adminp@nottinghamacademy.org. An electronic version of the booking form will be sent to you via email shortly. Please complete this each week and send via email, we will not be able to accept any paper booking forms.

All booking forms need to be sent two weeks in advance. Please take note of the dates below:

Forms in by	For provision week commencing
Friday 11 th September	21 st September
Friday 18 th September	28 th September
Friday 25 th September	5 th October
Friday 2 nd October	12 th October

Unfortunately, it is necessary to increase the price of Breakfast club to **£3** per session. We have not increased the price of this provision for a number of years and we believe the cost still represents reasonable value.

As we are now a cashless School all payments are to be made via ParentPay. If you haven't already done so please activate your account. If you have any problems setting up your account please call the School Office on 0115 7483385. All payments need to be sent at the time of booking.

If we have not received payment via ParentPay at the time of booking your child's space will not be reserved.

If you have any questions regarding the new arrangements for Breakfast provision please contact the School Office.

Best wishes

Steve Jones

Mr Jones
Primary Principal

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