

St Joseph's Out of School Club

8th March 2021

Dear Parents/Carers,

Re. Contract Bookings Commencing after Easter

Further to our letter dated 25th February 2021 in regard to contract bookings starting after Easter, we have decided to cancel all current contracts after Easter for ease of OOSC administration. You should have received a cancellation email this morning.

Therefore, could we please request that parents re-book contracts by logging onto the booking system and setting up a new contract. Please note spaces are available on a first come, first served basis. Please ensure all contracts required are submitted prior to Friday 26th March as we are opening the booking system up to ad-hoc bookings from Monday 29th March. There are a few brief screen shots below to remind parents how to submit a new contract.

The club will be running 5 days a week and normal hours (Breakfast Club: 7:45am – School start, After School Club: 3:15pm – 6pm) after Easter.

Contract Bookings Instructions

Please log on using the following link; [St Joseph's Out of School Club \(kidsclubhq.co.uk\)](https://kidsclubhq.co.uk)

St Joseph's Out of School Club

If you have already registered, please log in below. Otherwise, please click here to create your account.

Click on **'My Contracts'**

St Joseph's Out of School Club

My Bookings **My Contracts** My Children My Contacts Medical & Dietary Info Consents

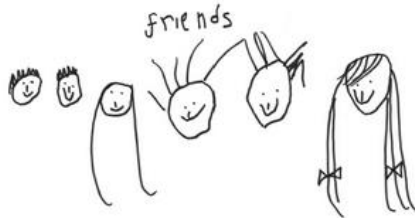
And **'Request a New Contract'** at the bottom of the page

Request a New Contract ➔

Then, complete the contract for the clubs, sessions and the children you require and click **'submit'**. A member of the OOSC committee will approve this as soon as possible and you will receive an email notification to say it has been approved.

Front Street, Nympsfield, Stonehouse GL10 3TY

Ofsted number: 101856



St Joseph's Out of School Club

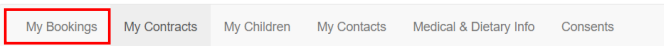
Bookings up until Easter

May we remind you that OOSC is running on an ad-hoc basis until Easter, 4 days a week (Mon-Thurs), and at reduced times as per lockdown arrangements. (Breakfast Club: 8am – School start, After School Club: 3:15pm -5:30pm). We are also inviting potty trained St Joseph's pre-schoolers aged 3-4. Please see brief instructions below for a reminder of how to book ad-hoc bookings.

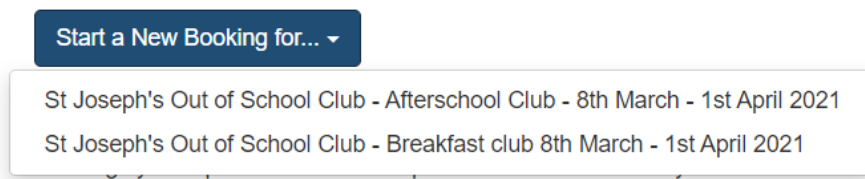
Ad-hoc Bookings Instructions

Log in as shown above, but remain on **'My Bookings'**. You may have a list of current/post bookings come up.

St Joseph's Out of School Club



At the bottom of the page, click on **'Start a New Booking For'** and click on either of the 2 dropdowns for After School or Breakfast Club.



Go through the same process and pick the days, session and children required and press **'submit'**.

Contact Information

May we also remind you of the following email addresses;

OOSC Club (specific club information, pickup, drop offs etc) OOSC@st-josephs.gloucs.sch.uk or mobile number 07564 764042 for urgent contact.

OOSC Chair (general queries) chairoosc.st.josephs@gmail.com

OOSC Treasurer (for contract changes/payment queries) treasureroosc.st.josephs@gmail.com

We look forward to the return of all our St Jo's families, and thank you for your continued support.

Kind Regards

OOSC Committee

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