



Diocese of Birmingham  
**ST LAURENCE CHURCH JUNIOR SCHOOL**

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Headteacher: Mr Andrew Murphy

11<sup>th</sup> September 2024

Dear Parents / Carers,

I hope you are well and for those of you that use our before and after school clubs, feel that your children have settled in well following the Summer holidays. I am writing to provide you with some information relating to our Wraparound Care (WAC) provision. We appreciate this used to be communicated as Breakfast and After School Club, but we have now come in line with government terminology to make it easier for everyone. I hope you find this information useful, and it serves to reassure you of some things.

As you are probably aware, we have a new WAC manager, Mrs Smith. She is delighted to join us with a wealth of experience in childcare and has some great ideas to make our clubs even better than they already are. I joined the school in February of this year, taking over from Mrs Milner as School Business Manager.



Mrs Smith



Mrs Tapper

If your children do not currently attend either of the clubs and you would like a space, please email [WACmanager@stlrcj.bham.sch.uk](mailto:WACmanager@stlrcj.bham.sch.uk) with your child's name and your requirements and we will update you with availability. The sessions are charged at £3.50 each. We run breakfast club from 7.45 - 8.45am (one session) and afterschool club from 15.20-17.45. For afterschool club, you can choose from one session (15.20 - 16.15) two sessions (15.20- 17.15) or three sessions (15.20 - 17.45).

We are aware that currently, the administration of the club is not running as well as it could be. We are working really hard behind the scenes to implement systems and changes that will mean this is improved for all families moving forward.

Currently, the finances and administration are completed manually. This means that you are not always able to access the information that you need or that you have to wait for this to be provided. We recognise that this is not good enough and we are striving to make changes as soon as we can. This will include:

- An online payment system

- Online receipts
- A dedicated, shared inbox for queries and requests ([WACmanager@stlrncj.bham.sch.uk](mailto:WACmanager@stlrncj.bham.sch.uk))
- A streamlined waiting list
- Regular communication in the form of termly updates from the club
- New menus

We are also open to any suggestions and feedback with regards to what you may need that we are not currently offering as well as gathering information to set up our new systems. If your child currently attends WAC, please follow the link below to complete a short survey [WAC Parent Survey September 2024](#)

As a school, we recognise your frustrations and want to make improvements. We will update you in due course.

Kind Regards,

Mrs L Tapper  
School Business Manager