



## Go Live 25/26 Information

### Ecclesall Kids Club for KS1 & KS2

Dear Parents and Carers

#### **Bookings for the academic year 2025-26**

Please note that there will be a price increase for 2025/26 academic year bookings:

- £6.25 for Breakfast Club and
- £12.50 for Afterschool Club.

Whilst we try to keep our costs as low as possible a price rise was unavoidable due to an increase in our rent and the decision to increase staff salaries so that we can retain and attract suitable staff. Despite the increase we are still one of the lowest cost childcare providers in our area and our charity status helps us to maintain that.

The Committee have considered feedback from parents and looked at the overall impact of the 90 days cancellation period on our business and have decided that the cancellation period will be reduced to 60 days on bookings for sessions after the 1st of September 2025.

We have retained the current space we use within school for next year and to help us manage all our spaces effectively there will be 2 booking activities again for the 2025/26 school year. These will display as

'Key Stage 1 – 2025/26 Kids Club' and

'Key Stage 2 – 2025/26 Kids Club'

in the Booking Activity section of magic booking. **The year groups are based on the year group that your child(ren) will be in from September 2025 NOT on their current year group.** A number of spaces have been allocated to each group and bookings for the 2 groups will take place on different days,

Bookings for **Key Stage 2** (those who will be in Year 3, 4, 5 or 6 from 2nd September 2025) **will go live from 7pm on Wednesday 26th February 2025**, and

Bookings for **Key Stage 1** (those who will be in Year 1 or 2 from September 25) **will go live from 7pm on Wednesday 12th March 2025.**

Please ensure that you book your child(ren) on to the correct activity. In most cases the system won't allow you to book the wrong activity as they are age appropriate however there is a slight overlap which means that a small number of children can be booked onto either activity. This affects **children who become 7 years old between 26th February and 31st August 2025 (inc).** Children falling in this category must be booked onto the Key Stage 2 activity.



All bookings are 'subject to approval', which means that you will not have a final decision on whether you have secured the places you've requested on go-live night. We are aiming to deal with all applications by the end of the week following 'go-live'. If you experience problems on booking day support will be provided and priority will be given to booking issues. Payment and less urgent issues will be resolved in the days following 'go live'.

Younger siblings (those who will be Y1 and Y2 in Sept 2025) of any KS2 child securing a place during the KS2 booking process will be given priority for the same days and sessions as their older sibling. Parents will still need to book all the places they need for all children as normal.

You will be able to book in any pattern at 'go live' but **please make sure you only book the sessions that you require**. We reserve the right to query and cancel any booking that does not meet the terms of our booking policy e.g. a parent block booking all week who normally uses only two sessions a week or alternate weeks.

**If you need places for the full academic year (September 2025 to July 2026) please book them all at the same time, as we cannot guarantee their availability at a later date.** Payment isn't due until 30 days before the first session booked and we have monthly payment plan options available.

We will not be accepting any bookings for children starting reception in September 2025 until after the Easter break when school places have been offered. A separate communication will go out to parents about the booking process for new starters prior to Easter.

**To ensure that you will be able to book places for 2025-26** please check your Magic Booking account well before go-live....

#### **In 'My Account':**

1. Check you are registered with the 'Ecclesall Kids Club' centre

For each of your children ensure:

1. 'Main centre' is 'Ecclesall Kids Club'
2. 'School' is 'Ecclesall Primary School' and their current year group is correct.
3. Your child's date of birth is correct
4. Two different contacts are listed under 'Emergency Contacts'
5. Everyone who might collect your child is listed under 'Collectors'
6. The name and address of a GP is recorded
7. All the permission fields in your child's profile are completed including all consents and medical information is updated.



On the 'home' page

1. Check that your account does not have an overdue balance and that a payment isn't due before go-live date as this potentially can cause your account to show as being overdue. You can check on magic booking when your next payment is due by clicking on the relevant booking and selecting the 'payment due' tab.
2. If a payment is due before the go-live date, please ensure that this paid as soon as possible. This means that February payments (including payments for any ad hoc bookings) need to reach us by the 21st of February for KS2 bookings and that March payments need to reach us by the 7th of March for KS1 bookings. We will endeavour to ensure that any payments received prior to go-live day are added to your account but depending on volume this might not always be possible.

Please note that you will need to pay a £10.00 deposit within 7 days of your booking being approved to secure your booking. In some instances, the system may require you to pay a deposit on the night this will need to be paid by card payment (please have one available when booking) otherwise your bookings will be automatically cancelled by the system.

Further information is available in the email issued to parents on the 7th of February.

A simple guide on 'How to Book' is attached and we recommend that you familiarise yourself with the contents before the go-live date.

Thank you for your continued support

**Ecclesall Kids Club**

**Management Committee**