



Queen Mary's Grammar School

Headmaster: T J Swain, M A

18th September 2017

Dear parent/guardian

Homework club and after school facilities

I wrote to you back in May with regards to changes to the arrangements for supervised care outside the core school day. In my letter (dated 15th May and available on the school website), I stated that the Homework club was ceasing to run until further notice due to changes in staffing allocation.

I am pleased to announce that the Homework club will be re-starting from Monday, 2nd October, but there will be changes to its organisation. This follows a re-evaluation of all care outside the regular school day.

It has been decided that students should not be on the school site after 4.30pm; unless they are in a supervised activity (including the Homework club, CCF, sports practices/matches, music performance or after school teaching). This applies to all year groups. We have re-evaluated our safeguarding procedures and it is clear that we cannot guarantee supervision outside or beyond these activities. I recognise that this is a change in school policy, but it is an inevitable part of the pressures of a growing school.

The Homework club will provide supervision for students between 4pm and 6pm, Monday to Friday. It will be based in the IT suites and will allow students to get on with independent work. It will cost £2 per day for the two hour slot (to cover the cost of staffing) and places will be available through a pre-booking system.

The booking system will operate through ParentPay. Sessions should be pre-paid via this system with a minimum booking of 5 sessions (£10). Parents are also able to pay half-termly or termly to secure their son or daughter's place. All bookings should be made by 9.30am on the Monday morning of the week that a place in the club is required.

As I stated in my letter back in May, students should also not be on the site before 7.30am. They should remain in the canteen between 7.30am and 8am, after which they will be allowed unsupervised access to their form rooms. They should then wait for the member of staff to arrive who will take registration.

I am committed to continuing to provide for the needs of the students, but have to make safeguarding a top priority. I am, of course, happy to take individual concerns or questions.

Yours sincerely

Richard Langton
Head of School

Queen Mary's Grammar School

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