**Parent Information**

**Personnel**

KidZone is lead and managed by Jamie Watson-Veale, Jamie is the clubs Playleader. Safia Yaqub is the clubs Deputy Playleader and Kayle Thompson, Angela Groves and Lloyd Morgan are the clubs Playworkers. KidZone is administrated by Penny Southgate and overseen by Carol Simpson, the schools business manager.

**Contact**

Penny Southgate (Term time only) (Administration, Bookings, Payments etc.)

* + st.bonaventures.p@bristol-schools.uk
	+ 0117 353 2830

Jamie Watson-Veale

* jamie.watson-veale@bristol-schools.uk
* 07784730086 (KidZone Club Phone )

**Club Fees**

We charge £23 per child for a full session and a half day rate of £12. This includes the provision of two snacks. Our short days rates are £15 a session.

**Ways to Pay**

* Online payments can be made via School Gateway.
* Cheques or cash can be submitted to the school office or Playleader.

**Collection**

Entrance to the site is granted via the KidZone Parent Entrance, which is on your left as you reach the school office. There is a code for this gate that is operation between the hours of 8:30 and 17:45 only.

Code: 9453

**Late Collection**

Parents collecting their child late from the Playscheme are liable for a fee of £5. This fee increases at the rate of £5 per additional 15 minutes. Parents collecting their child late from a half day session will be offered the opportunity to upgrade to a full day session. A late collection fee will be charged at the Playleader’s discretion.

**Day Swaps**

You are very welcome to request a day swap: please ensure that this is done via the main school office or in club with the Playleader. Please be aware that we can only grant a day swap if we have an available space.

**Cancellation Period**

Our cancellation period is up to 1 week before the commencement of the Playscheme.

**Drop In Session**

Available spaces are allocated on a first come first serve basis and must be booked and paid for in advance. Drop in sessions are charged at the normal club rate and can be booked via the clubs Playleader. Please phone ahead to request a drop in session, leaving a voicemail if necessary, to ensure the club has a space available.

**Lunch Provision**

Parents are expected to provide their child with a suitable lunch. KidZone will provide your child with snacks and fluids throughout the day to supplement this.