



The Manor
Preparatory School

To All Parents

Friday 3 July 2020

Dear Parents

Manor Fun and Mini Manor Fun

Many thanks to those of you who have emailed us expressing an interest in using Manor Fun and/or Mini Manor Fun this summer. It is clear from the responses we have had that there is an appetite and a need for our holiday club to run.

Due to the current Government guidelines, we will need to limit our provision to four 'pods' of 15 children (essentially a pod for each section of the school: EYFS, Y1/2, Y3/4, Y5/6). These 15 children will need to be set for each pod for the full four weeks, regardless of the number of days required, meaning some days will be more full than others.

As we mentioned in our email on Wednesday, priority will be given to those requiring the full four weeks (Monday 20 July to Friday 14 August). As we are operating in very different circumstances than normal, we would encourage you to view Manor Fun and Mini Manor Fun this year as 'necessary childcare' rather than a holiday camp in the traditional sense.

Having asked for your replies initially to gauge interest, we now need to ask you for your firm bookings, and before doing so, we want to be clear about the limitations within which we will need to work to adhere to government guidelines:

- Pods of children will stay with a set group of staff. It will not, therefore, be possible to offer themed days or indeed the variety of activities which we have in the past.
- Movement around the school will be limited, with specialist facilities and shared indoor spaces such as the Food Tech Room and the Sports Hall unfortunately being out of commission.
- Each pod will be self-contained with no movement between them of either staff or children.
- Activities and play resources will be provided and will not be shared between pods.
- Due to the nature of the pods and the associated staffing levels required, we will not be able to offer Extended Day.
- Parents will not be permitted on site.
- Unfortunately we are unable to offer places to siblings from other schools or to pupils who are due to join The Manor but have not yet started.

Both Manor Fun and Mini Manor Fun hours will be 8:00am-4:00pm at a cost of £49 per child, per day. Unfortunately, there will be no half days for younger children on this occasion.

If you wish to be considered for a firm booking, please complete the reply slip on our website (<https://www.manorprep.org/parents/reply-slips/>) which will go live at 2:00pm on Monday 6 July. Please note that a request for a booking does not automatically guarantee a place. We hope to be able to allocate children to pods and communicate these to you by Monday 13 July; please be aware that your booking will not be secure until you receive this confirmation email from the school.

Once your place has been confirmed we will send out further details of all other practicalities regarding food, clothing, etc.

It is with regret that we can only offer a restricted version of what Manor Fun and Mini Manor Fun would usually be, but we hope we can help as many as possible who are struggling to find childcare solutions this summer.

Yours,

Alastair Thomas
Headmaster