



# MANGOTSFIELD OUT OF SCHOOL CLUB

Website: [www.mangotsfieldoosc.co.uk](http://www.mangotsfieldoosc.co.uk)

**Sept 2018**

## **General News**

### **Welcome back to our Autumn Term**

I would to welcome any new parent/carers to our September Newsletter.

### **Committee news**

We have our Committee meeting in September and we would like to take this opportunity invite more parents to join our committee.

The committee meet once every half term and are all working parents and give their free time to review and discuss Policies, procedures and queries that arise, these meetings are held on a Tuesday evening 7.45 pm.

If you are interested in joining the committee please email

[mooscad@gmail.com](mailto:mooscad@gmail.com)

I will forward your details on and ensure a committee member contacts you.

### **Office Hours and information**

If you are unable to get hold of us through our mobiles you can now get hold of us through Lyde Green office on **01454 823150**.

I will be in the office

**Kate** - Monday, Tuesday and Wednesday office hours. On Thursday and Fridays I will be available on my mobile.

**Leesa** – Tuesday and Wednesday all day.

**Natalie** – Monday and Thursday 10 – 2pm

**Rachael** – Monday, Tuesday and Thursday

**Jake** – Wed /Friday all day

Office hours: 9am till 4pm

If you would like to write to us our admin address is:

MOOSC

C/O Lyde green Primary School

Willowherb road

Lyde Green

South Glos

BS167AQ

We also have an admin email address which is:

[mooscad@gmail.com](mailto:mooscad@gmail.com)

This is for general enquires, and we try to respond within 48 hours

## **Facebook**

We do have a face book page under the name of 'moosc', we try to inform parents of any news and keep parents up to date with what their children are up to in club.

Can parents please email requests for spaces and any cancellations as there is no guarantee we will see the face book posts soon enough

## **October Holiday Clubs** **Exciting news**

We are opening a second holiday club please see below details:

### **Holiday Club – Emerson Green School**

We have a fun packed holiday club planned with a Halloween theme and I have booked the bouncy castle/Zumba.

There will be many activities for the children to enjoy inside and outside for this week.

We are happy for children to bring their bikes and scooters in however we ask that children do have bike helmets for safety reasons. We also ask that parents provide locks so the children can lock their bikes up, the club cannot take responsibility for the bikes or scooters.

### **Moosc-Energy – at Lyde Green School**

We plan to open the club for children from year 1 up to year 6 and for a trial period have 3 days opening, with a restriction of 24 children attendance at one session.

### **Opening days/times**

Tuesday -7.30am – 6.00pm

Wednesday-7.30am -6.00pm

Thursday- 7.30 -6.00pm

### **Please be advised there will only be a long day option**

Moosc Energy club has been set up as a sport /health club in Lyde green Primary School. The theme for this club will be focusing on sports and healthy living.

Our aim will be for a planned day of physical sports/activities so if your child/ren enjoys sports then this is the club to book.

Zumba fit – has been booked

Bouncy Castle – has been booked

Jake one of my deputies (who holds a qualification in coaching) will be setting this club with two other of our regular staff so the children will, have familiar faces.

Samples of what will be available will be on our website for you to see.

**Please be advised – There is no cancellation for either Holiday club sessions**

### **Mobile Phones**

It has been agreed by the committee and staff that children must **not** have mobile phones out of their bags at any time during the session. This is in line with the school policy. If parents/carers need to contact their child they can contact them by ringing Kate, Natalie or Karen, Leesa/Sally and Jake.

### **Personal Belongings**

The club cannot be held responsible for children forgetting their personal belongings from their school day. The schools do not like us to go into the classroom to collect belongings. We do remind children when they are collected or arrive at after school club to go back and collect anything they need. It's not always possible to take the children back up to the classrooms to get any forgotten items especially as our numbers have increased significantly.

Holiday Club – The club cannot take responsibility for personal belongings getting lost or broken and would encourage children not to bring them in.

### **Late Collections and payments**

We have seen a number of children being collected late from after school club and Holiday club. We would like to remind you that the club finishes at **6pm** and pre-booked sessions for Holiday club. Please see late pick up policy on our web site

### **Siblings collecting siblings in after school club**

The club does have a duty of care to all children registered with us. We do have a policy on our website concerning departures.

### **Inset Days**

Emerson Green School 2018/2019

**7<sup>th</sup> Jan 2019 – 15<sup>th</sup> Feb – 24<sup>th</sup> May – 1<sup>st</sup> July**

Mangotsfield School 2018/2019

**26<sup>th</sup> Oct – 5<sup>th</sup> Nov - 7<sup>th</sup> Jan 2019 – 3<sup>rd</sup> June**

Lyde Green 2018/2019

**26<sup>th</sup> Oct – 7<sup>th</sup> Jan 2019 – 22<sup>nd</sup> July – 23<sup>rd</sup> July**

Club is not open on these days due to in house training.

### **Website Updates**

Please check our website regularly for any updates.

[www.mangotsfieldoosc.co.uk](http://www.mangotsfieldoosc.co.uk)

### **Day to Day sessions**

At times parents contact Rachael Martin to inform of changes to their attendance i.e. participating in school clubs or absent or even somebody else picking their child up.

To ensure our safeguarding policy is adhered to please inform either.

Kate **07872622942**

Karen **07825636720**

Natalie **07553475690**

Lyde green Office – Leesa/Sally **01454862581 / 07379915009**

### **Movies**

We have a collection of movies of which some are PG that the children would like to watch, if you are concerned or wish your child to not watch them please see either Kate, Leesa, Natalie or Karen.

### **Invoices and fees**

If there are any concerns around the invoices please can you email the admin address [mooscad@gmail.com](mailto:mooscad@gmail.com) .

### **GDPR**

As you are aware the Data protection Act 1998 has been replaced by the (GDPA) General Data protection regulation and came in to effect 25<sup>th</sup> May 2018.

We have reviewed the clubs Policy and updated the policy in line with the new requirements for the GDPR.

Please see updated Policy on our web site.

If you have any concerns or queries concerning your child please contact me.

Kind Regards

Kate Cole (Manager)