

12th August 2025

Dear Parents

Clubhouse

Thank you for your patience in waiting for more details about the Clubhouse move from Miriam to school. I am sure for those of you who have used Clubhouse even once, it has become a lifesaver for so many. I am grateful to Miriam for establishing it so well and we hope that it will continue to go from strength to strength.

From September, Clubhouse will be managed and led by school.

We will be ready to open on the first day back, beginning Wed 3rd September 2025.

PRICING REVIEW

Inevitably, a few things are having to change because we want to streamline the systems in line with Hampshire banking regulations and also reduce the apps and systems you and we have to use. Staff will also be paid under the Local Government Pension Scheme which has higher cost implications.

BOOKING

To limit the number of systems and apps you will need, the booking system for Clubhouse will be through Scopay – this is the app that you will also use for any trips etc. You will be able to download this app in the first 3 days of school in September.

There will be plenty of space so please don't panic about booking but, if you would like to ensure you have your slots reserved, please do feel free to email headteacher@stockbridge.hants.sch.uk – I will pick up your emails and make a record of any slots you'd like then we will add them to your Scopay account ready for when you login.

When you are able to log in to Scopay, you will be able to book sessions as fits your family's needs. A significant but important change is that you can reserve the sessions you want but you will **need to use a code** depending on the hours you'd like.

Codes, times and prices are here:

Code for booking	Time	Cost	Provided
H (hour)	3.15pm – 4.15pm	£6	Snack provided
N (no main meal)	3.15pm – 5pm	£10	
C (after Club)	4.15pm – 5pm	£5.20	
M (after club with meal)	4.15pm – 6pm	£12.50	Snack provided at 3.30pm and supper provided after 5pm
W(whole session)	3.15pm – 6pm	£15.00	



You will need to book day by day which suits most of you as I know that your patterns of need are all different. Please do not book any further than October half term so that we can run the system and check it all works, sort out any issues and resolve these before launching into a long-term arrangement.

PAYMENT TERMS

When you book to reserve the sessions, payment must be received within 10 days of your booking, as per our charging policy. For the September start, this means all payments must be made by Friday 12th September 2025. For any sessions booked and not paid for after this date, we will have no option to cancel the booked sessions and offer them to others. The school cannot carry any debt for Clubhouse. We know that this mirrors the way Miriam worked.

CHILDCARE VOUCHERS

If you intend to pay with childcare vouchers, this is possible. It will not be as prompt at reaching our bank account as it is for Miriam. To explain, so we're all clear, when your company pays with childcare vouchers, the money goes into the 'big' Hampshire 'pot' for all County Council schools. Mrs Spayes then has a complex procedure to 'find' this money from this pot.

It is essential that you:

- Let her know by email which company we are receiving childcare vouchers from
- The value you are paying by childcare vouchers
- Reference number and date paid.
- You/Your company chooses 'Stockbridge Primary & Pre-School' as the payment option NOT Clubhouse.

If the above details are not correct or provided, we cannot be responsible for the payment and it should be made directly to use from you.

ONE-OFF BOOKINGS

Of course, we know that life doesn't always go to plan. On the rare occasion that you may require an emergency session, this can be booked via the school office. The difference in balance will show in your Scopay account immediately and should be paid immediately too please.

The menu, activity schedule and other practical details will all be sent on 1st September to all of those signed up for sessions.

Yours sincerely



Mrs E Jefferies
Headteacher

