

22nd July 2019



**Sandy Lane**  
A world of opportunity

Dear Parents,

**Bright Sparks at Sandy Lane Primary School**

Further to my letter of 19<sup>th</sup> June 2019 the Bright Sparks at Sandy Lane Primary School will be opening on Tuesday 3<sup>rd</sup> September.

To book your places you will need to use our on-line booking system iPAL by following the link below:-

**Register with iPAL in 4 easy steps**

Step 1. Visit: <https://sandylanepriamaryschool.schoolipal.co.uk/>

Step 2. Select parent login in the top right-hand corner

Step 3. Complete the new parent registration form and click register, at this point you will receive a confirmation email. Please note this email may go in to your junk folder, please mark it as safe.

Step 4. Once you have completed your registration you will then need to add your child or children

For more information and to watch the tutorial video to guide you through the registration process and learn how to book, pay and manage activity clubs visit [www.ipal.education/parents-user-video](http://www.ipal.education/parents-user-video) , there are also helpful tips on the booking site.

The opening times are on the table overleaf.

As this is a new booking system and we are closed over the Summer, we understand there may be initial “teething problems”. If you would like to use Bright Sparks on the first week back to school and have had issues trying to book on, please bring your children regardless and we will allow them to access the club and assist you in the booking process.

However, we would politely request that if you have previously used our Afterschool/late collection club and still have payment outstanding for this, that you settle any unpaid amount before you send your child to the new club.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'J. Cooper', written in a cursive style.

Mr J Cooper  
Executive Headteacher

	<b>Times</b>	<b>Cost per session</b>
<b>AM</b>	<b>7.30am - 8.45am (with breakfast) (1.25hrs)</b>	<b>*£3.25</b>
	<b>8.00am - 8.45am (with breakfast) (0.75hrs)</b>	<b>*£1.25</b>
	<b>8.30am – 8.45am (no breakfast) (0.25hrs)</b>	<b>£0.00</b>
<b>PM</b>	<b>3.15pm – 5.45pm (with light meal) (2.50hrs)</b>	<b>*£6.50</b>
	<b>3.15pm – 4.30pm (with light meal) (1.25hrs)</b>	<b>*£3.25</b>
	<b>3.15pm – 4.00pm (with snack) (0.75hrs)</b>	<b>*£1.25</b>