



September 2021

Dear Parents / Carers

### The Hive – Online Bookings

We are really excited to announce that St Mary's is switching to an online booking facility for breakfast and after school club whereby parents can login to Scopay either on a home computer or via the mobile app and book sessions.

Bookings are now open for the period 1 November to 20 July 2022. To make a booking please login to your Scopay account and follow the instructions in the attached guide. You will only be able to make a booking if your child's account is in credit (the current minimum deposit is £20.00). If you already pay for your child's sessions with childcare vouchers, you will not need to deposit any funds in order to process a booking. If you wish to pay with childcare vouchers and you are not already registered, please contact the school office where someone will be able to assist you.

Once you have logged into Scopay and selected 'The Hive' you will be able to book the following sessions:

- A: Incl Breakfast – (£5.00)
  - B: No Breakfast – (£4.50)
  - C: After School (1<sup>st</sup> / only child) – (£10.00)
  - D: After School (Sibling) – (£9.50)
  - I: Incl Breakfast + Reg Fee – (£13.00) **please note this code is only required at the beginning of the academic year or if your child joins The Hive during an academic year**
  - J: No Breakfast + Reg Fee – (£12.50) **please note this code is only required at the beginning of the academic year or if your child joins The Hive during an academic year**
  - K: After School (1<sup>st</sup> / only child) + Reg Fee – (£18.00) **please note this code is only required at the beginning of the academic year or if your child joins The Hive during an academic year**
- (Please note the available sessions to book are BC [Breakfast Club] and A1 [After School Club]. The A2 code is no longer active. Please do not attempt to use this code. It was used previously and unfortunately we are unable to delete it from our system.)*

There is currently a 14 day cut off for bookings (this will be reviewed and may change in the future). Therefore, bookings for 1 November will close on 17 October and so on. This enables Mrs Bold to plan staffing requirements.

The Hive session prices will be reviewed on an annual basis and notification will be sent to parents in July.

We hope that you will find this new system easy to use, but if you do encounter any difficulties, please contact the school office.

With kind regards

Mrs J Chambers  
Headteacher