

Dear Parent/carer,

Play centres re-open after school

We are pleased to contact you regarding the play centres. We would like welcome your children back and have the details below on how to register your children.

We are offering pre-booked, adult supervised, children only sessions that are for Stevenage children aged 5 - 12 years at Bandle Hill, Pin Green and St. Nicholas. The play sessions remain free of charge for Stevenage children. The new online registration and booking system means you only need to complete one form per child and you can then access all of our play centres and events.

Our after school sessions start on Thursday 9th September, you will be able to book online from 1st September, we thank you for your continued support and patience whilst we introduce the new booking system and play centres re-open.

Play centre opening times:

Afterschool: Monday to Friday 3:15pm – 5:30pm

School holidays: Monday to Friday 9:30am to 12:30pm and 1:30 pm until 4:30pm

To register – Children’s information form.

The registration form provides all of the information needed to support your child’s individual needs and emergency contact information to help keep your child safe whilst at the play centre.

To register online please follow this link:

https://myaccount.stevenage.gov.uk/service/Play_Centre_Registration_Form

Or register in person at the play centre.

Please visit the play centre (during opening times) to collect a registration form.

To Pre-book a play session.

Once you have registered your child, you will have been emailed your child’s unique registration number, you are able to use this to access the online pre-booking system.

Please note: There are no limits to the number of sessions you can pre-book.(subject to availability).

To reserve a space, please follow this link:

https://myaccount.stevenage.gov.uk/en/service/Play_Centre_Booking_Form

Or if you were unable to pre-book, you can turn up on the day and see if we have any spaces available (Limited spaces available for each session)

If you have difficulties registering, booking online or need further information please contact the Play and Wellbeing Team by:

Email: play.section@stevenage.gov.uk or

Telephone (during opening times)

Bandle Hill Play centre 01438 218848

Pin Green Play centre 01438 726749

St. Nicholas Play centre 01438 722753

Or visit your local play centre.

Translating and Interpreting

If English is not your first language and you need help with communication, our Translating and Interpreting service will be happy to help you.

Kind regards,
The Play and Wellbeing Team



www.stevenage.gov.uk



SteVenage
BOROUGH COUNCIL

Where to find your nearest play centre.

Bandley Hill Play centre

Featherston Road
Stevenage SG2 9PP
01438 218848

Pin Green Play centre

Hampson Park
Webb Rise
Stevenage SG1 5QU
01438 726749

St. Nicholas Play centre

St. Nicholas Park
Pilgrims Way
Stevenage SG1 4PT
01438 722753



Play session Terms and Conditions

- There are no restrictions to the number of sessions booked (subject to availability).
- Your child must live (reside) in Stevenage.
- The sessions are for children aged 5 – 12 years old only.
- The play sessions are for children only, parents/carers are not allowed into the play centre unless they are essential in supporting their child with additional needs.
- Inclusion: if a parent/ carer will be attending to support their child with SEN/additional needs, please email your contact details to play.section@stevenage.gov.uk and a member of the team will contact you to discuss arrangements (The Parent/carers would need to provide evidence of a recent clear Covid test.)
- If you book on to a session and you don't meet these criteria, you will receive a follow up email explaining why your booking has been cancelled.
- In exceptional circumstances, we may need to close the play centre and this may be at short notice. Parents/carers will be informed so arrangements can be made for their children to be collected.

Additional short notice child spaces

To check if there are any spaces available at short notice on the day, please telephone either:

- Bandley Hill on 01438 218848
- Pin Green on 01438 726749
- St. Nicholas on 01438 722753

Please telephone prior to the session time to check if we have any spaces available.

You will need to have registered your child online to be able to request a short notice space over the phone.

Or if you were unable to pre book, you can turn up on the day and see if we have any unfilled spaces available.

Places will be limited and allocated on a first come first serve basis.

Please contact your local play centre if you need any help completing the online registration forms.



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