



AFTER SCHOOL CLUB

INFORMATION

2016

INTRODUCTION

As part of our school's extended service we run a popular After School Club during term time.

OUR AIMS

- To provide safe and friendly childcare
- To provide a snack eg. toast/drink/biscuits
- To provide activities and games to stimulate children of different ages.
- To support Homework as necessary



ORGANISATION

Mrs Legind is the Club Leader. The After School Club has up to 35 places with 3 adults (as necessary) and is situated in the school dining hall and uses other areas such as the Hall, Library ICT Suite and outdoors. Parents will be given the Club Leaders' mobile telephone number in case of emergencies

Children are provided with a snack. All children must keep the school rules in the After School Club and behave well at all times.

OPENING – TERM TIME ONLY

TIMES

3.00 pm - 5.45 pm

WEEKLY COST

3.00 pm/3.15 pm - 5.45 pm £30.00 per week full time places are given priority. Where surplus places are available part-time places will be considered for regular users at £8.00 per session.

Club fees must be paid promptly 2 weeks in advance either cash, cheque made payable to the school or online. If your circumstances change please let us know.

CRITERIA FOR PLACES

1. Full time places (5 days) are given priority.
2. Part time places when available.

Parents must sign an agreement form to agree to After School Club Criteria as staffing levels must be sustained and premises costs covered.

One months notice must be given of any proposed variation in fees chargeable.

In the event that fees are not paid promptly or children not behaving as expected, the school reserves the right to withdraw provision.



SAFEGUARDING

As part of our school Safeguarding Policy the After School Club follows the same guidelines. We have agreed Adult/Pupil ratios for children's welfare and safety. We are not able to extend pupil numbers over the maximum of 35 for these reasons.

All club members are expected to wear coloured bibs so they are easily recognised.

Risk Assessments are in place for all school areas.

ALL ENQUIRIES for places should be made via the **SCHOOL OFFICE**.

Booking and payment will be necessary 2 weeks in advance to sustain staffing levels and aid organisation.



THANK YOU VERY MUCH