

Carr Hill Primary School



Aspire – Enjoy - Flourish

Wrap Around Care

Terms & Conditions

Updated September 2019

Introduction

Wrap around Care at Carr Hill Primary School opened in September 2019, and is registered with Ofsted to provide childcare for children aged 3 to 11 years. It is open from 7.30am until 8.55 am and 3.35pm until 6.00pm weekdays, during term time. The facility is also available for wrap around care for our Nursery children and during the holidays.

The club aims to provide a safe and secure and relaxed environment for the children in our care. We endeavour to provide an atmosphere and activities similar to those found within the home. We have access to the library, community kitchen, dining hall, all outside facilities, computer room and the hall.

What we offer

We offer a wide range of activities, incorporating cookery, craft, needlework, board games, reading, imaginary play, construction, sport and much more. During their time at the club children choose activities that suit them best.

We support and facilitate play by:

- Providing an environment that is safe and suitable for playing in.
- Setting up the Club so that activities are ready before the children arrive.
- Providing a range of equipment, resources and activities on a daily basis, and keeping a record of these to ensure that varied play opportunities are offered.
- Encouraging children to request additional or alternative equipment as they choose, and if a request has to be refused, explaining why.
- Not expecting children to be occupied at all times.
- Making outdoor play available every day, unless the weather is particularly bad.
- Involving children in planning activities, to reflect their own interests and ideas.
- Planning activities that enable children to develop their natural curiosity and imagination.
- Allowing children freedom of creative expression, particularly in artistic or creative play.
- Intervening in play only when necessary: to reduce risks of accident or injury, or to encourage appropriate social skills.
- Warning children in advance when an activity or game is due to end.

Breakfast is provided for children attending the morning sessions and a snack and drink are provided each day; however this is not intended to substitute a main evening meal that a child may receive at home. Fresh drinking water is available at all times. Individual dietary requirements and parental preferences are met wherever possible. We recognise the importance of healthy nutrition for children delivered in a calm, friendly setting.

Behaviour Expectations

It is a primary aim of our school that every member of the school community is happy and feels valued and respected, and that each person is treated fairly and well. We are a caring community, the values of which are built on mutual trust and respect for all.

The school's behaviour policy is therefore intended to support all members of our school community in living and working together in a mutually beneficial way. It aims to promote an environment in which everyone feels happy, safe and secure.

The school has few written rules. Our school charter follows Respect Yourself, Respect Others and Respect School. Our behaviour policy is not primarily concerned with rule enforcement. It is a means of promoting good relationships, so that people can work together with the common purpose of helping everyone to learn.

The school expects every member of the school community to behave in a considerate way towards others.

We are an inclusive school and do not wish to exclude any child from utilising our Wrap around Care provision. We will take every reasonable step to ensure that exclusions are avoided. However, in extreme cases, particularly where the safety of other children and staff are concerned, it may be necessary to exclude children from this facility on a temporary or permanent basis.

Terms & Conditions

- Places must be booked in advance and can be secured for the full academic year.
- If you need to cancel your child's place, please give 7 days' notice otherwise you will still be charged the full price.
- All fees must be paid on-line in advance via ParentPay or at a pay point store.
- Childcare and Government Tax Free Childcare payments are accepted. Please contact the School Business Manager at office@carrhill.notts.sch.uk if you wish to pay by these means.
- If payment is not received, it may be necessary to withdraw your child's place.
- Children must be collected by a parent/carer or authorised person. If alternative arrangements are to be made please contact the club staff or the school office beforehand.
- Your child/children will not be allowed to leave the premises unaccompanied.
- All children must be collected by 6.00p.m. Please notify the club staff as soon as possible if you expect to be late. Late collection will incur a charge of £5.00 per quarter hour to cover emergency staffing costs.
- Films with a PG rating may be viewed occasionally at twilight sessions. Please contact the club staff if you prefer your child not to take part in this activity.

PLEDGE TO PARENTS/CARERS

We value our relationship with parents/carers and are committed to working in partnership with you to provide top quality play and care for your children.

We will:

- Keep you informed of opening times, fees and charges, programmes of activities, menus, and procedures.
- Be consistent and reliable to enable you to plan with confidence and peace of mind.
- Share and discuss your child's achievements, experiences, progress, and friendships.
- Be available to discuss decisions about running the club.
- Ask your permission for outings and special events.
- Listen to your views and concerns to ensure that we continue to meet your needs.

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- Listen to your views and concerns to ensure that we continue to meet your needs.

I have read and understood the above terms and conditions ☐

Child’s Name.....

Signed.....(Parent/Carer)