

# WrapAround Care Information

Before using WrapAround Care you must complete a registration form.

## **Early Birds**

Children must be signed in by an adult.

KS1 pupils will be escorted to their classroom at the end of Breakfast Club and handed over to their teacher. KS2 pupils are released from the Hall to go to their classrooms.

## **Night Owls**

Once pupils are registered, the service can be used on an ad hoc basis.

### **Start Times**

The Night Owls Club runs 3.30pm at the end of the school day until 5.00pm Monday to Thursday. There is currently no Night Owls on Friday. The club will not operate during School Inset days, on the final day of term or when the school is closed to pupils.

Indoor provision includes table-tennis, basketball, table-football and music. Other activities include cookery, arts and crafts, farm and forest time.

Children will be registered in the Hall. KS1 pupils will be collected from their classrooms and escorted to the club, where they will be registered.

Please arrive promptly to pick up your child. Collection after 5pm will result in a £10 charge to cover staff overtime. You will be asked to sign your child out of the register at the close of the session. It is important that you let staff know if anyone other than you (the parent/carer) is collecting your child.

## **School ParentPay**

Parents pay for Night Owls in advance, via ParentPay. Payment with Childcare Vouchers will also be accepted (please speak to the school office for more information if you wish to pay in this way).

## **Ad-hoc Sessions**

Parents will have the flexibility to book ad-hoc sessions, where places are available.

## **Contact Numbers**

You can contact the school during school hours on the school telephone number 01923 676022. Please ask for Mrs Robinson, the WrapAround Care Manager.

## **Staff**

All staff are directly employed by the school, DBS checked and have undergone: Safeguarding, Child Protection, First Aid (including paediatric First Aid) and Epi-pen training. In addition, Mrs Robinson has Food Hygiene, Allergy Awareness and Health and Safety certification.