



John Ball Club Breakfast and After School Club Prospectus

Our Mission Statement

Superkids provides high quality, inclusive care that puts the needs and wellbeing of children first.

Thus, enabling children to play, learn and develop freely in a supportive and stimulating out of school environment.

Superkids is an Outstanding Ofsted registered Out of School Club based at John Ball Primary School, for children aged between 4 and 11 years old. The Club provides a Breakfast, After School club and Holiday Playscheme. Children enjoy a varied activity programme with access to the KS1 hall, outside areas and sports pitch. Our daily program has a variety of activities for all children from educational games, dressing-up and role play, dance, table tennis, construction, arts and crafts, home-corner and quiet reading corner. In addition, children can use the secure playground for supervised outdoor activities such as football, basketball, team sports and games, pedals and boards, obstacle courses, skipping, hoopla hoops.

Superkids provides a warm and safe environment where children are happy and receive stimulation levelled at their age and development. Children are always supervised by qualified and experienced staff.

Opening times and Admissions

Superkids Breakfast Club is open from 07.30am to 9.00am Monday to Friday throughout the school term, excluding bank holidays.

After School Club is open from 2.45pm-6pm in Main site and 5.45pm in the Early Years building, These opening times are reviewed annually.

Admissions will be based on a first come first served basis. We welcome parents who wish to view the club. An appointment can be made by contacting Jo on 07732 305454.

Partnership with Parents

Your needs are important too. To make you feel welcome and part of Superkids you are informed of club activities and information on our parent noticeboard. Superkids also issues periodic newsletters and welcomes your feedback and comments on all aspects of the Club. We are always happy to receive your suggestions and ideas. We will issue an annual survey to obtain your feedback on the club so that we can improve the service we offer you and your child. Our policies and procedures are always available for you to view.

Children in Early Years and older children who require additional support during the session are allocated a member of staff as their keyperson who will observe and record progress, developments and achievements and will assist them to overcome any challenges. Their keyperson will record this and discuss progress with you at intervals or more frequently if the need arises. Superkids will also offer you the opportunity to attend an open evening to discuss your child's progress. You can request to see your child's records at any time.

Partnership with Children

Children are involved in Superkids decision-making, and their opinions and suggestions are requested for the weekly themes and topics and creating the activity programme and producing a list of Club rules for behaviour and dealing with bullying. Children are encouraged to share their ideas and to make suggestions on improving the Club.

Food and Nutrition

Superkids After School club will provide a nutritious snack for children, for example: chicken or ham wraps, pasta, pitta with hummus, sandwiches / rolls, soups, with fruit and vegetables with fresh water daily and treats in moderation. Snacks will vary each day to ensure your child is offered and can experience a wider range of foods. Foods from different cultures will be included on the snack menu for children to try, especially around the time of festivals and as a means of raising awareness of different cultures. Children's independence is encouraged by "self-serving" at snack time.

Children are encouraged to let us know their food preferences and dislikes so that we can endeavour to meet this wherever possible. Please notify us if your child has any special dietary requirements or allergies and we will accommodate their dietary needs. The cost of snacks is included in the clubs' fees.

Breakfast Club

The Breakfast Club opens at 7.30am each morning in the KS1 hall, enabling parents to drop-off their children on the way to work or study. The club provides a breakfast of wholegrain and multigrain cereals, toast, bagel, fruit and yogurt with drinking water or milk for the children before escorting them to class. Children should arrive before 8.20am to enable sufficient time for breakfast and a timely arrival to their classroom.

Fees

Year 1 to 6 Children Rates	Reception Children Rates
Breakfast Club. 7.30am – 9am in KS1 Hall Daily: £6.00 (per session) Adhoc sessions: £7.00 (per additional session)	Reception Breakfast Club: 7.30am – 9am in KS1 Hall Daily: £6.00 (per session) Adhoc sessions: £7.00 (per additional session)
After School Club: 3.15pm - 6pm in KS1 Hall Daily: £12.00 (per session) Adhoc sessions: £13.00 (per additional session)	Reception After School: 3.15pm – 5.45pm in Nursery Daily: £13.00 (per session) Adhoc sessions: £14.00 (per additional session)
Holiday Playscheme: 7.30am – 6pm in KS1 Hall £28 per day if booked and paid 48hrs before first day of the holiday playscheme £30 per day if booked or paid after this date Some trips or special activities may have an admission charge.	

Superkids accept a Gov Tax-Free vouchers and voucher scheme.

Two weeks deposit is required when you complete the Registration form. Deposits will be refunded when your child leaves the Superkids subject to 4 weeks' notice in writing/e-mail and account status.

Fees are payable monthly in advance on the first day of each month. A fee equivalent or 1 day/session may be applied to payments received into the Superkids bank account after the 10th of the month. Payment can be made by online banking or childcare vouchers. Superkids cannot accept cash or cheque payments.

Late collection of your child after Superkids published closing time will result in a late collection charge of £1.00 per minute. This fee is to act as a deterrent. Recurrent collections after the published closing time will result in the withdrawal of your child's place at Superkids.

There will be no discount for absence, sickness or personal holidays taken during term time or on booked days at the Holiday Playscheme. Admission charges for any pre-booked activities on that day will also remain payable.

Fees will be reviewed annually, and parents will be informed a month in advance of any changes. Please provide four weeks written notice should you wish to withdraw your child from the club.

You may be eligible for the Universal Credits to assist with childcare fees. Further information and online calculator can be obtained from Gov.uk website and could be worth up to 85% of childcare fees.

Holiday Club

Superkids operate a Holiday Club during Easter, Summer, February, May, and October half-term holidays. We are closed during the Christmas period. Holiday Club offers a varied programme of activities and some offsite trips. Breakfast and afternoon snacks are provided; however, children are required to bring their own packed lunch and refillable water bottle. Payment by bank transfer or childcare vouchers is required in advance to secure your booking for the holiday club. Some activities have an admission charge which is pre-booked/paid in advance. This remains payable if your child does not attend on the day. Refunds cannot be given for absence or sickness and cancellations cannot be accepted once holiday club commences. On off-site trip days, all staff and children on that day must attend. We cannot offer a facility to remain at the club with individual children during the trip.

Superkids Holiday Clubs are at: John Ball Peimay School, SE3 0TP, Rushey Green Primary School, SE6 2LA and St Marys Catholic Primary School, BR3 5DE

Collection and Absence

Children can only be collected by adults who are known to staff. If it is necessary for someone else to collect your child, we respectfully request that you introduce them to the staff prior to the collection. We must also have permission in writing from the parent/guardian. The person collecting the child may be asked for identification or a password.

If your child is going to be absent from Superkids, please notify the Superkids team directly by text by midday. There will be no discount for absence, sickness or personal holidays taken during term time or on booked days at the Holiday club. Any pre-booked activities on that day will also remain payable.

Accidents, Incidents and Sickness

Any accidents or incidents involving your child will be recorded in our accident / incident register. You will be asked to sign the written account informing you of the treatment administered or action taken. You will be given a copy for your own records.

To reduce the spread of illness and infection we request that you do not to bring your child to Superkids if he/she is unwell. Should your child become unwell whilst at Superkids a member of staff will contact you. You will be requested to collect your child only if necessary.

Superkids will administer prescribed medicines at the discretion of the Manager. All medicines must be clearly labelled, and parents must complete a Medication Form stating that you are giving permission for Superkids to administer a specific dosage. Please note that children taking antibiotics should not attend Superkids club for at least the first 48 hours in case of allergic reaction. Please see our policy folder for more details.

Equal Opportunities & Inclusion

Superkids operates an equal opportunities policy where we work towards eliminating all forms of discrimination including gender, race, culture, religion, disability, age, marital status and nationality. This will be achieved by promoting positive self-image, self-esteem, and anti-discriminatory practices, by respecting each other's diversity, languages, cultures, beliefs, and principles. If we feel that your child could benefit from additional support, we will offer that support where we are able to do so, and work closely with parents and other relevant agencies.

Superkids is committed to taking proactive steps to ensure that we provide a safe and caring environment that is free from discrimination, ensuring equality of opportunity and supporting children who are disabled or non-disabled or with additional needs. Superkids believes that children with disabilities or additional needs have a right to play, learn and be able to develop to their full potential alongside other children and as such will have access to the same facilities, activities and play opportunities as their peers with reasonable adjustments where possible and where Superkids is able to meet the ratio to support the child's needs.

Staff

All staff are suitably qualified and experienced with Police checks (DBS). Staff participate in an ongoing training programme ensuring that best practices are always implemented. The club is staffed at the following ratio's of 1 adult to 8 children in Early Years; 1 adult to 15 children in KS1 and KS2. Superkids is OFSTED registered and inspected to ensure that the quality of care is maintained to a high standard. Members of staff are required to conduct themselves at all times in a manner that is professional, courteous and helpful.

Contacting Us When You Have a Concern:

Superkids aims to provide a high-quality service. However, when things do not go to plan Superkids wants to correct the error. If a parent/carer has a complaint about Superkids activity, or the conduct of an individual member of staff, parents/carers are encouraged to speak directly to the Manager who will fully investigate the matter and respond in writing within 15 working days. The response will include recommendations to rectify the complaint and amendments to the Club's policies or procedures emerging from the investigation. Any complaints received by Superkids will be recorded in detail in a complaints file.

A parent/carer can, at any time, submit a complaint to Ofsted about any aspect of a registered childcare provision. Ofsted will consider and investigate all complaints received. Ofsted can be contacted on Tel: 0300 123 4666 or in writing to Ofsted, Piccadilly Gate, Store Street, Manchester, M1 2WD.

Superkids Contact Details:

Club Manager: Jessica: 07769 263144 or Director / Registered Person: Jo Murray 07732 305454

Email: admin@superkidsclub.co.uk Or write to: Superkids Club, 20 Nyon Grove, London, SE6 4EU

Website: superkidsclub.co.uk