

# Byron Court Primary School Extended Schools Policy

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## 1.0 INTRODUCTION

1.1 At Byron Court Primary School we are committed to ensuring that every child:

1. Is healthy
2. Is learning
3. Stays safe
4. Enjoys and achieves
5. Makes a positive contribution
6. Achieves economic well-being

We believe the 'Extended Schools' agenda has a key role to play in achieving these outcomes. We believe that our extended services can make life-changing differences to pupils encouraging better attendance and attitudes.

## 2.0 AIMS

2.1 Our aims at Byron Court include:

- 2.1.1 To ensure that every child has the opportunity to take part in extended learning (Equality Act 2010)
- 2.1.2 To inspire our children to become motivated and confident learners
- 2.1.3 To raise standards
- 2.1.4 To improve children's physical and mental health
- 2.1.5 To create a modern, safe and stimulating learning environment after school hours

## 3.0 GOVERNANCE AND MANAGEMENT SUPPORT STRUCTURE

3.1 **The Health and Well-Being Faculty Leader's** duties will be to:

- 3.1.1 Oversee the management of funding sources to support the provision
- 3.1.2 Participate in the recruitment and selection of coaches/ educators.
- 3.1.3 Ensure the positive and safe use of the school resources during after school sessions.
- 3.1.4 Promote the delivery of a high standard of education and provision for all children.
- 3.1.5 To monitor and evaluate progress and collect children's and parents' feedback to ensure that service delivery and development focuses on improved outcomes for children.
- 3.1.6 Identify and pursue new clubs that could be made available.
- 3.1.7 To identify potential funding sources.

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### **4.0 WHAT'S ON OFFER**

4.1 Clubs that are offered will relate to the school's Inclusion Policy and the Equality Act 2010.

4.2 We provide a wide range of extra-curricular activities to complement the curriculum and to allow them time to enjoy an out of hours programme of sports, arts and other enrichment activities in a safe learning environment.

### **5.0 INSURANCE LIABILITY AND ACCESSIBILITY**

5.1 Organisations, groups and providers that are not part of the school may be liable for any claims arising out of their own activities, therefore Byron Court school will ensure that each group has its own public liability insurance.

5.2 Groups and organisations with national affiliations may be covered by the organisation's overall insurance policy and if so, would not need to take out individual insurance.

### **6.0 MAINTENANCE AND SECURITY**

6.1 Byron Court school will carry out full and appropriate risk assessments with the relevant partner agencies to ensure that all health and safety standards are met and reflect the school policy and which will include;

- 6.1.1 Fire Safety
- 6.1.2 Visitors Record
- 6.1.3 DBS checks
- 6.1.4 Site Security
- 6.1.5 Hazards
- 6.1.6 Disaster

### **7.0 LEGAL ISSUES**

7.1 Data Protection & Confidentiality;

7.1.1 The school will consult with specialist service providers to ensure that provision on the school premises adheres to individual professional guidelines.

7.1.2 Under the Data Protection Act 1998 certain information is exempt from disclosure and should not be shared with other service providers.

7.2 Child Protection;

7.2.1 The School will ensure all staff, students on placements and volunteers are aware of the Child Protection procedures. The school governing body will ensure third party providers have their own Child Protection policy in place.

7.2.2 A copy of DBS will be obtained and kept on site for records. Third party providers will be required provide copy of their staff DBS records.

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## 8.0 FINANCIAL ISSUES

### 8.1 Charges;

- 8.1.1 After school clubs will aim to be self-financing, so the school will identify means of financial support where possible, in particular for those children that do not have the financial means to pay for these activities.
- 8.1.2 Separate accounts will be managed for it's after school activities and kept distinct from the school's delegated budget.
- 8.1.3 FSM children will all be entitled to join one extra-curricular club of their choice without having to pay.

### 8.2 Funding implications;

- 8.2.1 The school will work in partnership with other providers to deliver specific services and provision.
- 8.2.2 Where appropriate the school will make applications for funding to provide broad programmes.
- 8.2.3 The school will consider using funds generated through income of other activities to help support activities which might not be self-financing.
- 8.2.4 The school will consider running activities in parallel with other groups to reduce costs and share available resources.

## 9.0 CONSULTATION & PLANNING

- 9.1.1 The Health and Well-being Faculty, external coaches, children and their families, together with service providers will be consulted to ensure extended activities are well organised and meet local needs and legislation.

### 9.2 Monitoring & Evaluation:

- 9.2.1 All extended activities will be monitored and evaluated to ensure services are meeting the set aims and objectives with identified outcomes. The evaluation will be presented to relevant partners and the Health and Well-being Faculty to inform future planning.

## 10.0 POLICY REVIEW

10.1 The Byron Court Primary School Extended Schools Policy will be reviewed in conjunction with the Governing Body, as and when necessary, to respond to any internal, LA or Government requirements.

10.2 The outcomes of this review are used to inform the School Development Plan.

10.3 In the absence of any such immediate changes, the policy will be reviewed on a three year cycle.

- Date of Policy: December 2015
- Review Date: December 2018