



Wargrave C of E Primary School



After School Club

3.00pm to 6.00pm Monday – Friday
(Term time only)

The club is open to all children from Nursery to
Year 6

We hope you will find this information helpful as your child uses this care service.
Please do not hesitate to contact us if you have issues or concerns regarding your
child's welfare.

The Aims of the After School Club:

- ☞ To support working parents by providing after school childcare.
- ☞ To offer the children the opportunity of having a light snack at the end of the school day in a safe and friendly environment.

The After School Club will provide:

- ☞ A healthy snack for the children served at 4.00pm.
- ☞ A choice of activities after snack.... such as drawing, craft, board games, reading, baking, homework club.
- ☞ A calm and happy atmosphere, where children can feel relaxed and ready for the day ahead.
- ☞ Staff qualified in food hygiene and first aid. It is important that you and your child read and understand the following information. Please keep it for future reference, as you may wish to refer to it at a later date.

Fees

The cost per session is **£6.50** for the whole session or any part of it. A light snack will be provided.

Fees must be paid weekly in advance. Sessions must be booked and all booked sessions will be charged irrespective of whether your child attends.

If payments are made by cheque and the cheque is not honoured by the bank (i.e. it 'bounces') an administration charge will be made. This will be £10.00 on the first occasion and the subsequent occasions will reflect the charge levied by our bank. Please make cheques payable to St.Helens Council.

Late Collection

After 6.00pm a charge of £10.00 will be made, then £1 per minute thereafter.

Waiting List

A waiting list of places will be maintained and places may be offered to those on the list if vacancies arise or places allocated are not taken.

Advanced bookings

All advance bookings will have to be paid in full. If for any reason you cancel these bookings, payment will still be needed to be paid.

Emergency Bookings

If your child/children need to be booked in for a session and not a regular using the club, the fee may alter from the original price.

Behaviour

It is expected that your child will behave in After School Club Sessions. If this is not the case, we will discuss your child's behaviour with you, so that we can work together for the good of the child.

Emergencies and First Aid

These will be dealt with appropriately by a qualified First Aider. Parents/carers will be notified by staff and requested to view and sign a record of the accident/incident.

Equal Opportunities

All children will be treated as individuals, regardless of age, race, gender, skin colour, home language, ability or disability.

Child Protection

Any child protection issues will be addressed to St. Helens Social Services Child Protection Team.

Please read, sign and return the attached After School Club Agreement to indicate that you agree to abide by the terms.

Our policy is a strict condition of your child attending the club. You will be given a photocopy of the signed agreement for your record.

