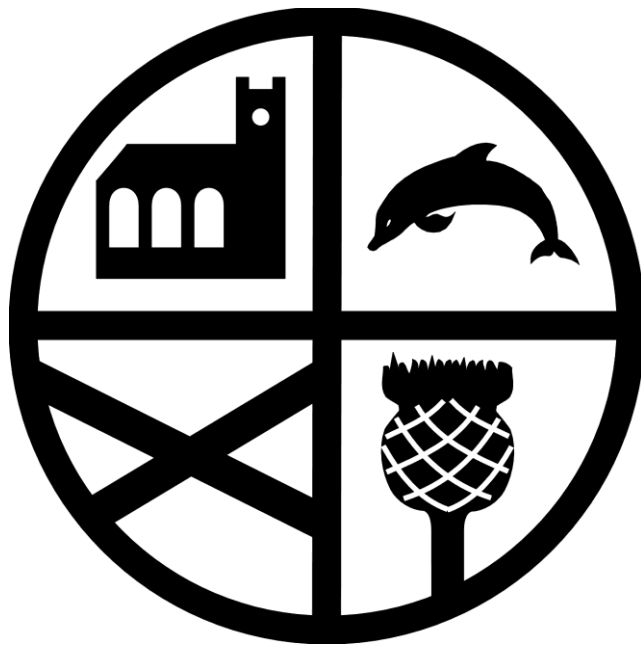


# **St Andrew's CE (VA)**

## **Junior School**



### **After School Kids Club**

### **Information for Parents**

**“Promoting excellence within a caring, Christian community”**

# **Welcome to the St Andrew's After School Kids Club**

## **Introduction**

St Andrew's Junior School provides an After School Kids Club for children attending both St Andrew's Infant and Junior Schools. Kids Club exists to offer a child care service for parents of the two schools. The Club provides the children with flexible opportunities for play, relaxation and activities in a co-operative and supportive atmosphere. The emphasis is on leisure activities to ensure that the children in our care do not view the Club as an extension of their working day.

## **When and where does Kids Club operate?**

Kids Club is run at the Junior School. Children from the Infant School will be collected from their classrooms by members of staff from the Club. They are given a fluorescent tabard to wear and after they have been registered will form a "walking bus" down to the Junior School.

Kids Club is open during school term time only. We do not operate on staff training days, or during school holidays.

Children are collected from Kids Club via the Jigsaw Room door to the right of the main Junior School entrance.

## **Hours**

Kids Club runs from the end of the school day until 6.00pm.

## **Who runs Kids Club?**

Kids Club is run by members of staff from the Infant and Junior Schools. All staff are appropriately qualified and DBS checked.

## **What happens at Kids Club?**

On arrival at the Kids Club the children will have access to a wide range of age appropriate toys and equipment. We aim to offer opportunities for play, including organising team games and art and craft activities. The needs of the children in the Club, of all ages and cultures are monitored to ensure they are provided for.

The children are offered a healthy snack and drinks are always available. We always encourage the children to have something to eat and we will cater for special dietary needs. Please note however that the fees you pay are for school collection and childcare only – the snack is a bonus!

We have access to the playgrounds and fields behind the school where the children can enjoy outdoor games. We encourage the children to play out in the fresh air as often as the weather, space and daylight allows.

Children will also have access to the ICT Suite and children will have the opportunity to complete homework if they wish.

## **Policies**

School policies including our Behaviour policy apply at Kids Club. Inappropriate or anti-social behaviour will not be tolerated. Repeated poor behaviour will result in a child's place being withdrawn.

## **Bookings and Waiting List**

If you would like a place for your child please complete a booking form which is available from the School Office at either the Infant or Junior School.

If we do not have any spaces we will place your child's name on a waiting list and notify you when a place becomes available.

If you wish to change your child's attendance pattern you will need to give us **one month's notice** and complete a new booking form.

We may be able to accept ad-hoc requests for places subject to availability but payment for these must be made at the time of booking and we will require **at least two days notice**.

## **Fees**

Kids Club is a non-profit making facility and we aim to keep the fees as low as possible. Our current fees are £8.00 per session and we offer a £1 discount per session per child if two or more siblings attend the Club.

## **Enrolment**

You must complete a registration form before a child attends Kids Club. This aims to provide us with details of emergency contacts, medical needs, and any other essential information such as food allergies etc.