

Water Mill Primary School

Wrap Around Care

Vision, Values and Policy

Our Vision and Values

Our values and vision are central to all aspects of the service we provide:

- Children should be cared for in a safe, stimulating and nurturing environment that promotes their learning and development and provides opportunities for play based peer group fun.
- Our care is inclusive and accessible to all children.
- Parents should have access to high quality and affordable childcare that does not require compromise, fits in with normal work hours and minimises stress.

Having Fun

The children have free play sessions, with their peers inside and outside using a range of equipment. The equipment is carefully selected by age range and aims to provide fun as well as learning possibilities.

Stimulating the Mind

Enrichment programmes are carefully planned each term. Children enjoy a range of subjects and special themed days. The subject of the weekly programme is planned ahead, but we take our lead from the children if they wish to take things in a different direction!

Time for a Break

Healthy minds and healthy bodies need the right fuel. Children will be provided with breakfast in the morning consisting of cereals, toast and fruit. In the afternoon children have a range of nutritious snacks consisting of protein and savoury biscuits or bread products, fruit, vegetables and either milk or water.

Keeping Children Safe

Regular risk assessment of safety and security ensures that robust processes are in place for when your child is in our care. We use the schools Health and Safety and Safeguarding Policies to ensure the safety of our children. All our staff members are checked in line with government requirements.

Working with Parents

We believe that open communication with parents, is an essential part of the success of our service. We welcome feedback, and have a dedicated telephone line for the clubs.

Policy

We aim to:

- Provide a happy, safe and stimulating environment for all children to play, learn and develop freely.
- Provide the opportunity for all children to participate but also for them to rest and have quiet time as and when they want it.
- Give all children the chance to learn through exciting activities
- Help the children to develop responsibility for themselves and their actions, and to become confident, independent and cooperative individuals.
- Encourage children to have a positive attitude and respect for both themselves and other people.
- Promote a positive relationship with parents and work in partnership with them to provide high-quality play and care for their children.
- Undergo monitoring and evaluation of our services to ensure that we continue to meet the needs of children and parents.

The school's commitment

The school is committed to the following:

- Providing varied care and play opportunities for the children that cater for a range of interests and abilities.
- Ensuring activities within the wrap around care clubs are inclusive, not discriminatory and accessible for all.
- Ensuring activities promote the social, emotional and mental health of all children.
- Providing children with access to a variety of facilities and equipment that are safe to use, and ensuring the children are supervised at all times.
- Ensuring staff running wrap around care put the needs of the children first at all times.
- Adhering to relevant legislation that keeps children safe and free from harm at all times.
- Ensuring staff adhere to their safeguarding duties at all times and report any concerns they may have to the DSL.
- Promoting a positive and inclusive environment for the children and tackling any incidents of bullying immediately.
- Listening and responding to the children's views and concerns.
- Keeping parents informed of school policies and procedures, including opening times, fees and charges, events and activities.
- Sharing and discussing children's achievements, experiences and friendships, along with any difficulties that may arise.

What we ask in return

To ensure our wrap around care clubs are fun for all in attendance, we ask that both children and parents commit to the following:

Children

- Act in accordance with the school's Behaviour Policy, Home and School Agreement and School Rules.
- Treat everyone with respect and kindness.
- Stay where a member of staff can see and hear you.
- Participate where possible.
- Talk to a member of staff if you have worries or witnessed any unacceptable conduct or bullying take place.

Parents:

- Read all the relevant school policies which are available on the school website. These can also be requested via the school office.
- Pay fees due on time.
- Provide the school with up-to-date information about your child, e.g. emergency contacts, medical information.
- Reiterate to your child the provisions of the Behavioural Policy and the potential consequences should your child break the rules.
- Work with us to achieve the best for your child.
- Be available, or arrange for someone trustworthy to be available, to collect your child at the end of the day, and inform the school office who will be collecting your child should situations change.
- Collect or drop off your child on time. Late collections are not acceptable and parents/carers need to ensure that they are available to collect their children at the appointed time. Late collections may incur charges to pay for the use of additional services.

First Aid

All accidents will be recorded in the accident book, accurately reported to the parents/carer upon collection and signed by a member of staff. Accident records must give details of; time, date and nature of the accident, details of the child involved, type and location of the injury, action taken, and by whom.

All incidents are dealt with by a qualified first aider. Parents of any child who becomes unwell during the Clubs will be contacted immediately.

Please make sure that Clubs are informed of any allergies or medical conditions relating to your child.

Bookings and Payment

Bookings can be made online. Places are limited and will be allocated on a first come first served basis.

All payments MUST be made at the time of booking the session. If there are any outstanding fees at the end of each half term, no more session bookings will be accepted until all outstanding debts are settled.

Amendments to sessions booked should be made known as soon as possible, by telephoning the office.

All payments MUST be made at the time of booking the session and payments should be made by using the school online payments system.

The Headteacher and Governors will review the costs of extended school provision on a regular basis.