



Holy Redeemer Catholic  
Primary School

# Wrap Around Care Policy

Signed by:	
Head Teacher	Christina Hall
Chair of Governors	Alan Smith
Date Adopted	25.04.2018
Date of Review	24.04.2018

‘Through the Holy Redeemer we seek to grow in faith and love and become great people who make a difference in our world.’

### **Mission Statement**

At Holy Redeemer we are committed to offering low cost child care on our premises, before and after school and during the summer holidays as long as demand ensures that it is viable.

### **Breakfast Club**

Breakfast Club will offer before school care for children from Holy Redeemer School. The club runs from 7.40am until 8.50am term-time only.

Breakfast of cereal and/or toast will be provided in the cost. Breakfast is only served until 8.20am so if your child arrives to Breakfast Club after this you would need to make alternative arrangements. Please ensure that Breakfast Club staff are made aware of any allergies your child has.

Parents complete a sign-up sheet to advise whether they would like their child to go straight to the classroom or onto the playground. At 8.40am if children are not going to class Breakfast Club staff accompany children onto the playground where they remain until the whistle sounds at 8.50am.

Booking is not required.

### **Hopscotch After-School Club**

Hopscotch After-School Club will offer after school care for children from Holy Redeemer School and for children from other local schools. The club is run and managed by school staff and is available from 3:15 until 6:00pm term-time only and parents are able to have full or half sessions. Half sessions can be taken at the beginning of the club’s hours or during the second half if a child is attending an after school activity.

Snacks will be provided for a small additional cost. Please ensure that After School Club staff are made aware of any allergies your child has.

### **Staffing**

Sessions are run by experienced/qualified staff, where at least one member of staff has a first aid qualification. Sessions are planned in advance and we aim to offer children a stimulating and caring environment, where they can feel happy and secure.

## **Fees**

Wrap around care fees are charged monthly in arrears. Costs are reviewed annually. Current costs are:

Breakfast Club Session	£3.00
After School Club Half Session (3.15 until 4.45pm)	£5.00
After School Club Full Session (3.15pm until 6.00pm)	£8.00
After School Club Snack	£1.00
Late collection fee	Every 15 minutes charged £5.00

All payments should be made to the school office in a sealed envelope clearly marked with your child's name. Cheques should be made payable to 'Worcestershire County Council'.

If arrears of more than £200 from the previous invoice are accrued a child will not be able to attend extended services until the arrears are cleared.

## **Policies and Procedures**

The policies of Holy Redeemer Catholic Primary School will remain applicable to Wrap Around Care in particular:

- Behaviour Policy
- Safeguarding Policy
- First Aid Policy
- Health & Safety Policy
- Racial Equality Policy
- Charging & Remissions Policy
- Healthy Eating Policy
- Complaints Policy

## **Insurance**

Insurance is provided under the School's Insurance Policy.