



### **St Meriadoc School Wrap Around Care Terms and Conditions.**

Below are St Meriadoc School Wrap Around Care Terms & Conditions. You will be bound by these throughout your use of wrap around care. These are subject to change and we reserve the right to amend these at any time. Wrap around care is staffed by St Meriadoc School staff with a ratio of 1:15 for breakfast club and 1:13 for afterschool club. This ratio will be enhanced for children aged 2 years. Please ensure you have read all points listed:

### **Opening Hours**

Breakfast Club is open from 8am and runs until the start of school. It is open to all school aged children including children from our nursery.

Infant School After School Club is open 3.00pm-5.30pm

Junior School After School Club is open 3.15pm- 5.00pm

Collection after these times will occur an additional charge (see below). We understand there may be circumstances outside of your control but please ensure you have contacted us and where possible, made alternative arrangements to avoid the late collection.

### **Codes of Practice**

Out of School Clubs must be informed of any person collecting your child who differs from those named on the school registration form.

If you do not inform us of someone else collecting your child, you will be contacted before

we allow this person to collect your child. If we are unable to contact you, we will not allow your child to leave with this person.

### **Breakfast club drop off point.**

Please bring your children to the school reception.

### **After school club collection procedure**

Please come to the school reception and a member of staff will bring your child to you.

### **Fees- Please note that prices vary due to timings and staff ratios needed.**

#### **Infants**

Breakfast Club- £3.50

After School Club- £6 (Until 4.30pm) £8 (Until 5.30pm)

Nursery prices- £5 (Until 4.30pm) £9 (Until 5.30pm)

A £25.00 late payment fee will be applied if payment is not made in full in advance.

Late collection (of more than 10 minutes) of your child/children will incur a £20.00 charge. This will be to cover staff costs and will be added to that week's payment and must be paid within 7 days of the late collection.

#### **Arrears and Debt Recovery**

If payment is not received we will issue a reminder.

If you are struggling to make payment, please contact us to discuss in the first instance.

We will work with you to agree a repayment plan.

If no payment is made, further action will be taken which will include the following:

- Ask you to remove your child/children from St Meriadoc School Wrap around care.

#### **Behaviour**

After School Club is set up as part of the Extended Services Provision. Children will be expected to adhere to the school behaviour policy. All school policies will apply to wrap around care and can be found on the school website.

St Meriadoc School reserves the right to temporarily suspend a child from the club in the unlikely event of persistent misbehaviour and as a last resort, the Head teacher and the Governing body would review the child's place.

#### **Snacks**

Our aim is that all meals available in school are healthy.

(Pupils are encouraged to select their own breakfast and snacks from the choices on offer).

In Breakfast club we aim to provide children with a nutritional breakfast to help aid concentration and learning throughout the school day.

On a daily basis we aim to provide cereals, that are not sugar coated and these will be served with semi-skimmed milk.

Alongside these we will serve daily – toast/bagel with the option of butter or jam.

We will also try to provide – seasonal fruits for the children and we may serve crumpets, pancakes, waffles. (Whole grain varieties will be served whenever possible).

In After school club we aim to provide healthy and balanced snacks and encourage children to make healthy choices. We will provide a range of snacks, fruit, jelly, cheese and crackers, toast, bread sticks. (Not all options will be available each day).

Milk, water and juice will be provided unless another alternative has been requested by the parent/carer due to medical reasons/allergies.

Extra drinks will be provided during the session when appropriate or if requested by the child e.g. during hot weather