

### **Before and After School Clubs**

Based in a learning zone in school, the clubs provide a safe, familiar and fun environment for the children to play in with their peers before and after the school day. The aims are:

- To provide childcare before and after school for Nursery to Y6 pupils.
- To offer a safe, secure and friendly environment in which children can enjoy a breakfast and afternoon snack served in a relaxed and supervised environment.
- To provide a calm play environment in which children can engage socially with children from other year groups, therefore strengthening relationships in the school community.
- To enhance the community spirit of Durham Lane Primary School by supporting families to balance home and work commitments

**Club Staff: Manager: Mrs C Ennion**

**Deputy Manager: Mrs L Sampson**

**Assistants: Mrs Afsar and Mrs S l'Anson**

Other members of our school staff may work in our clubs to cover staff absence.

### **Club Procedures**

#### **Arrival at Before School Club**

Before school club children arrive by the main school office entrance. The children will be met by Mrs Ennion and taken to the club.

#### **Pickup at After School Club**

Parents/carers will collect their children from either the nursery conservatory or the main school entrance. You will be notified of the collection point when the club is advertised. The nursery conservatory has a ring doorbell installed.

### **Booking and Payment**

Bookings and payments are made via Schoolcomms/School Gateway App.

If you have not accessed the clubs before you will need to register by completing the club registration form available from the school office or by emailing [caroline.ennion@sbcschools.org.uk](mailto:caroline.ennion@sbcschools.org.uk)

Once your form has been processed your child/ren will be added as members of the clubs on Schoolcomms.

After School Club bookings and payment are to be made by 2.45pm the day before the session you require.

Bookings and payment for Before School Club are to be made by 7.45am on the day of the session.

Bookings are still accepted after these times, please contact Mrs Ennion on 01642 780742. A manual booking will be made and payment must be made via Schoolcomms/School Gateway App immediately.

We offer wrap around care for all pupils. We also offer a range of activity clubs for pupils in Reception to Year 6. These activity clubs usually change every half term. You will be notified of what activities we have on offer for your child's year group each half term.

**Opening hours and pricing.** (This will be subject to an ongoing review, particularly if numbers are low).

**Before School Club** 7.30am with Breakfast **£5.50**-Starting 25<sup>th</sup> April 2022

8.00am – 8.45am **£4.50** (Breakfast an additional **50p**)

At 8.45am the children are escorted to their classrooms.

**After School Club and Activity Clubs**

3.15-3.25pm - 4.30pm **£5.00**

3.15-3.25pm - 5.50pm **£10.00** (Includes a Snack Tea at 4.30pm)

**Please note these sessions are free if you have chosen them as your 30-hour nursery provision. However, if you need more than 30 hours provision you will be charged accordingly.**

### **Club Contact Details**

Mrs Ennion - School Office **01642 780742**

Mrs Ennion – [caroline.ennion@sbcschools.org.uk](mailto:caroline.ennion@sbcschools.org.uk)

If you wish to contact the After School Club during the club please telephone - **07732 191548**

Updated March 2022