



Communication with parents using the club will be by:-

- the notice boards
- face to face with staff team
- letters/ leaflets in book bags
- telephone messages through the school office

**School contact number:
01223 712252**

**Centre contact number :
01223 712256**



Shirley Kids Clubs

Breakfast and After-School Provision

Breakfast: 7.45am to the start of school
After School: end of school until 6.00pm

Purpose

To provide child care for children attending Shirley Nursery and Primary School before and after school.

To create a welcoming, safe yet stimulating environment in which children can play and make friends.



Centre Manager: Ms Anita Kozicz

A team of experienced and qualified adults support Ms Kozicz.

Capacity

The clubs can accept **36 children** per session, due to safe requirements, we are unable to exceed these numbers. Booking in advance is essential. Same day emergency placements cannot always be guaranteed due to demand.

Registration Forms must be completed before your child attends the clubs. This provides information to help the staff meet your child's needs. Forms are available from the school office.

Payment:

Breakfast: **£2.00 per session.**
After-School Club: **£6.75 until 5.00pm.**
£7.75 until 6.00pm.

Cancellation with less than 24 hours notice will incur a charge of £3.50.

Play Programme

Children are encouraged to develop their own play using the equipment and place spaces available e.g. modelling, baking, role play, games and art & craft work

A programme of play opportunities is published on a fortnightly basis, usually based on the children's suggestions. Children can ask for materials and equipment to aid their play from the range available.

At times, special competitions and events are planned, e.g. visits from Police Safety Community Officers.



Facilities

The club has purpose-built premises with a lounge area, play room and outside play area. The club has access to the other school facilities e.g. gym, Food Technology Room, IT rooms, outdoor play ground, field and nature area. Computers, DVD and TV equipment is also available.

All facilities have easy access for those with disabilities.



Food and Drink Provision

A variety of breakfast meals are provided until 8.30; e.g. cereals, toast, fruit scrambled eggs, with milk and juice drinks

A light snack is provided around 3.45-4.00 e.g. pasta, rice, sandwiches, fruit and drinks.

Collection and Delivery of Children

Parents/ carers are asked to collect their child promptly; designating another adult if they are unable to collect their child personally. They must sign out with one of the Staff Team. Additional charges will be incurred for late collection.

Safeguarding and Welfare

Your child's well-being is paramount. The centre operates within the policies and procedures established by the school. The Staff Team are trained in First Aid and Child Protection.