



Kirkby Fleetham CE School before and after school activities

Terms and conditions

STAFF: Clubs Coordinator Miss Amy Follon
Support staff Mrs Sally Harper

Contact number: School 01609 748431
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We aim to provide a service that meets the needs of all our parents. Some parents would like their children to be able to attend after school sports or craft clubs, but do not need child care. Others need child care until 5.30pm most days of the week.

Activities

At after school club we provide an environment in which the children can learn new skills, feel safe, be with friends, relax and have fun. Activities are wide ranging and dependent on the children's needs and interests, they include: Use of the PE equipment and playground games, craft and cookery sessions, puzzles and board games, occasional use of the computers and ipads.

We also provide a quiet space for children to do their homework if they wish and if they are booked in for the whole session, will endeavor to hear them read and practice their spellings with them.

Bookings

All parents need to complete a booking form. Regular places need to be booked in advance at the beginning of each fortnight and need to be paid for promptly via parent pay.

If parents need a last minute place please ring or email Miss Follon to check that she will be there. The club will only be staffed if there are children booked in.

Current Cost

Fees will be charged to cover the cost of staffing and resources and will be reviewed regularly.

Sessions are charged at £5 per hour (or part hour), with the exception of the family fitness 5-105 which will be £2.50 per session, football which is £2.25 (Jeff will bill you separately), and fortnightly movie nights which will be £5 per session.

Opening Times

The earliest drop-off time is 8.00am. Breakfast club ends at 9.00am, when children will be allowed directly to their classrooms. After school sessions begin at 3.30pm and end at 5.30pm. Parents who are later than 5.30pm will incur a £5 charge.

Health, Safety and safeguarding

Appropriate risk assessments have been completed specifically for the before school activities and First Aid training has been undertaken by staff. All staff have received child protection training.

Behaviour

All school rules and procedures apply during these sessions and we follow the school's policy for promoting good behaviour. We reserve the right to refuse admission.

Complaints

If you have a complaint, please speak to Miss Follon in the first instance. If you are dissatisfied with the response, please speak to the head teacher. A copy of the school's complaints procedure is on the school's website.

Child Protection

All staff have received Child Protection training.

The breakfast and after school clubs will be term time only and will not include teacher training days.

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I have read, understood and agree to comply with the terms and conditions of Kirkby Fleetham CE Primary School's before and after school club.

Name of child/children		
Parent/Carer signature		Date:
Miss Follon Signature		Date: