Wraparound Care Policy

Breakfast Club and After-School Club

Deepcar Primary Partnership is committed to providing a safe, secure and welcoming childcare provision for children aged 2 years to Year 6. Our Breakfast Club and After-School Club offer high-quality care in a supportive environment, helping families balance childcare and work commitments while ensuring children enjoy a positive start and end to their school day.

Sessions and Charges

Breakfast Club

- Open Monday to Friday during term time.
- Sessions run from **7:00am until the start of the school day**.
- A healthy breakfast is provided.

After-School Club

- Open Monday to Friday during term time.
- Sessions run from the end of the school day until **6:00pm**.
- A healthy snack and drinks are provided.

Charges

- The cost is **£9.50 per child, per session**.
- Bookings must be paid for at the time of booking via ParentPay.

Bookings

- All bookings should be made through ParentPay. (For families using Tax-Free Childcare, booked sessions will be added to ParentPay by a staff member upon receipt of a booking request.)
- Places are offered on a first-come, first-served basis and are subject to staffing ratios.
- Booking windows will be communicated to parents in advance.
- If an emergency booking is required, parents should contact the school office. Places cannot be guaranteed and, if available, payment will be required immediately.

Cancellations and Refunds

- Any absence from a booked breakfast or after-school club session must be reported directly to the Breakfast and After School Club team, preferably by email.
- Refunds will not be issued for:
    - Non-attendance.
    - Illness.
    - School trips or residential visits.
    - Cancellations made with less than four weeks' notice.
- Refunds will only be issued if the club is cancelled by the school due to unforeseen circumstances or school closure.

Arrival and Collection

Breakfast Club

- Children must be brought to the club by a responsible adult and signed in.

After-School Club

- Children will be collected from their classroom or designated collection point by club staff.
- Children must be signed out by a parent or authorised collector.

Collection Arrangements

- Parents must provide details of authorised collectors.
- A collection password may be used where appropriate.
- Parents must notify the school if an alternative adult will collect their child.

Safeguarding and Welfare

The safety and wellbeing of children attending our clubs is our highest priority.

- All staff are appropriately trained and DBS checked.
- The provision follows the school's safeguarding, health and safety, behaviour, first aid and inclusion policies.
- Staff always maintain appropriate adult-to-child ratios.
- Any accidents, incidents or concerns will be recorded and managed in line with school procedures.

Medical, Dietary and Additional Needs

Parents must inform the school of:

- Medical conditions.
- Allergies.
- Dietary requirements.
- Any additional support needs.

It is the parent's responsibility to ensure all information remains current and up to date.

Behaviour Expectations

Children attending the clubs are expected to follow the school's behaviour expectations and show respect towards staff, other children and resources. Where behaviour causes concern, school staff will work with parents to support improvements.

Contact

For all booking enquiries, amendments and cancellations, please contact the relevant school office or email:

BreakfastandAfterSchoolClub@deepcarprimarypartnership.co.uk

Breakfast and After-School Club Registration Permissions Form 2026-2027

Please complete this form to register your child for Deepcar Primary Partnership's Breakfast Club and After-School Club for the 2026-2027 academic year.

This form collects the information required to support your child's attendance, including emergency contacts, medical and dietary information, authorised collectors, and parental permissions. Please ensure all details provided are accurate and up to date.

Breakfast & After School Club Registration and Permissions Form 2026-27 – Fill in form

By submitting this form, you confirm that you have read, understood, and agree to the terms outlined in the Wraparound Care Policy. Submission of this form does not guarantee a place. All bookings remain subject to availability, staffing ratios, and receipt of payment or approved Childcare Voucher/Tax-Free Childcare booking arrangements.