



Wraparound Club Policy and Procedures.

The Jerry Clay Academy Wraparound care is run by school staff, and as such have the appropriate DBS checks and training which is necessary to work in our school.

Key Training Requirements:

Safeguarding Children
First Aid Training
Food Hygiene Certificates.

Timings and Payment.

The club runs from 7.30 am to 9am and from 3.30pm to 6pm for children who attend our academy.

- **EARLY CARE from 7.30am**
Cost: £4.75 per session including a breakfast of cereal, toast & a drink
- **AFTER SCHOOL CARE until 6pm**
2020/21 costs according to pick-up time:
 - Collect before 4.30pm: £4.75 including a snack
 - Collect before 5.15pm: £7.00 including a light two course tea
 - Collect before 6.00pm: £9.00 including a light two course tea
 - Reduced fees are available for a second or third child from the same family attending after school club. The reduced fees from 1st September 2020 are: £6.50 (collect up to 5.15pm) / £8.50 (collect by 6pm).
- *We accept childcare vouchers from company schemes and the Government Tax-Free Childcare Scheme: <https://childcare-support.tax.service.gov.uk/par/app/eligibility>
- *Prices review annually in July by the Governing Body
- All bookings require a ParentMail Booking Form to be completed (see the form for full terms and conditions of bookings). Please contact the academy office to request a ParentMail form to be sent.

Routines for all children attending wraparound care

- Drop off and pick up is via the main school entrance.
- If you need to contact the wrap-around during club hours please call the mobile 07889 569969.
- Breakfast Club opens at 7.30am, no pupils or parents are allowed in prior to this time. The staff and club adopt the academy's policies and all staff are familiar with key documents, regarding safeguarding, child protection, Health and Safety and Behaviour, including bullying, first aid and medicines.
- If the fire alarm sounds, all staff and pupils leave the building and assemble on the playground. The register should be taken. The Head Teacher should be made aware if this happens. Fire practise drills will take place in line with school policy.
- All children attending wraparound care must follow school behaviour expectations or places can be withdrawn.

COVID-19 adjustments April 2021

- Wraparound provision is held in the Hall and the children are split into 3 groups to minimise mixing of bubbles in line with our Risk Assessment. Reception/Year 1, Year 2/3 and Year 4/5/6.
- Each group has a dedicated area with tables and space to play. They are provided with a range of toys and activities for the session which they use with children in their group. In line our Risk Assessment, toys and equipment are cleaned regularly and between use by a different group.