

Notley Green Primary School

Blickling Road, Great Notley, Braintree, Essex CM77 7ZJ

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Head Teacher: Emma Seward

Deputy Head: Jenni Colebrook



Wraparound Care Breakfast and After School Club

Please complete this form in block capitals. Any changes in circumstances should be notified in writing to the school office immediately.

Please complete and check all sections, sign and return to the school office.

Section 1: Pupil Personal Details				
First Name(s):			Preferred Name:	
Surname:				
Gender at Birth: (Please circle)	Male	Female	Date of Birth:	
Class:				
Club Required: (Please circle)	Breakfast	Afterschool	Both	

Section 2: Medical and Dietary Requirements:	
1.	
2.	
3.	

Section 3: Parents/Carer Details and Emergency Contact

In **priority** order please give personal details of those authorised to collect pupil stated in Section One

1.Full Name:		Relationship to Child:	
Contact Numbers:	1.	2.	
2. Full Name:		Relationship to Child:	
Contact Numbers:	1.	2.	
3. Full Name:		Relationship to Child:	
Contact Numbers:	1.	2.	
4. Full Name:		Relationship to Child:	
Contact Numbers:	1.	2.	

Section 4: Data Protection:

As a school, Notley Green Primary School acts as a data controller for the purposes of The Data Protection Act 2018.

We will not give information about you or your child to anyone outside the school without your consent, however, we are required by law to pass some of your information to the Local Authority (LA) and the Department of Education (DfE).

Section 9. Declaration

I have read and understood the Wraparound Club terms and conditions

Signature of Parent/Carer:			
Print Name:		Date:	

Wraparound Care Terms and Conditions

Emergency contact number during WAC sessions - 07857864664

Timing and costs of sessions

Breakfast Club - 7.30am until 8.40am - £5 per session.

Afterschool Club - 3.15pm until 6pm - £10 per session.

The Breakfast and After School Club accepts childcare vouchers. Please contact the school office for details or email ngcontact@compassps.uk for the attention of Miss Archer if you need any further information.

Meals

In Breakfast Club, children are offered a variety of cereals and toast and a hot breakfast served once per week.

In After School Club the session begins with a light snack (either fruit or plain biscuits) and a drink. At around 4:30pm the children are served a light tea. For example:

- Wrap and fillings
- Chips and dips
- Macaroni cheese
- Tomato pasta
- Fish finger wraps
- Jacket potatoes
- Sausage roll
- Beans on toast

Activities

Our sessions are run by experienced classroom support staff who are familiar with children. The staff know the children well and are therefore able to be led by the children's interests and what they have been learning in class. Each session has a variety of different activities on offer such as cookery, arts & crafts, IT and sports.

Over the week, there is an adult-led activity which the children can take part in if they wish, this is usually linked to the time of year or any celebrations on the school calendar.

The children (weather permitting) also have access to our outdoor area and are encouraged to take part in physical activities

The wrap-around care provision is well stocked with resources to promote imaginative play, learning and collaboration.

Cancellations and Outstanding Payments

We do not cancel pre booked sessions, no refunds can be made for Wrap Around Care bookings, with no exceptions.

We advise parents to pay for sessions at the time of booking in order to secure your place.

In the event of a large arrears outstanding, then we may refuse entry into Wrap Around Care until the balance is cleared.

Payments must be made using the MCAS account or Government Funded Childcare Vouchers.

PARENT COPY – To be retained for your information