

CLUB PRICES SEPTEMBER 2019 – AUGUST 2020

Registration Fee

£25.00 Annual Registration per family

Breakfast Club

£5 per session (7.30 – 8.50am)

After School Club

£10.00 per session (3.20 – 6.00pm)

Holiday Club

£26.00 all day wrap around care (8am – 6pm)

£15 half day (8am – 1pm/1pm – 6pm)

Inset Days

£26.00 all day wrap around care (7.30am – 6pm)

£15 half day (7.30am – 1pm/1pm – 6pm)

Prices are reviewed and benchmarked annually

HOLIDAY CLUB/INSET DATES 2019/2020

- Term 1** Mon 28th – Thurs 31st October (4 days)
- Term 3** Mon 17th -Thurs 20th Feb (4 days)
- Term 4** Mon 6th – Thurs 9th April (4 days)
- Term 5** Tues 26th May – Thurs 28th May (3 days)
- Term 6** Mon 20th Jul – Thurs 13th Aug (not Fridays) (16 days)
- Inset Days** Monday 2nd September 2019
Friday 25th October 2019
Monday 4th November 2019
Monday 24th February 2020
Friday 22nd May 2020

(All the above are subject to sufficient take up)



High Down Junior School
Believing | Achieving | Learning for life



High Down After School Club

Proud to be part of High Down Junior School

Down Road
Portishead
BS20 6DY

Tel: 01275 817870

Email: highdownasc@hotmail.co.uk

**BREAKFAST,
AFTER SCHOOL
&
HOLIDAY CLUBS**
Ofsted Reg. RP910208

Club Manager: Linda Croshaw
Deputy Manager: Lucy Dangerfield

Please visit www.highdownschools.org for more information about the After School Club including our policies and procedures

ABOUT THE CLUBS

Location: we are located in, and are a part of, High Down Junior School. The environment is bright and cheerful, safe and secure.

Staff: We are proud of our highly trained, qualified, caring and committed members of staff. The majority of our staff also work in High Down Infants or High Down Juniors during the school day thus promoting a sense of familiarity and continuity for the children. All members of staff are happy to discuss with you your child, his or her progress, and any issues he or she may be facing.

Safeguarding: all staff members have a clear enhanced DBS check and first aid qualifications. We have a strict policy regulating the use of personal mobile phones or cameras by staff. If parents have any safeguarding concerns they should refer in the first instance to the Club Manager who is our designated safeguarding officer, otherwise to the Executive Head Teacher or the Deputy Head Teachers. All of these members of staff have completed advanced level safeguarding training. A referral process beyond the school is available on request.

Early Years Foundation Stage: we are committed to providing a high standard of care incorporating the Early Years Foundation Stage framework in line with OFSTED registration. Parents of new reception children are encouraged to visit prior to their children starting to find out more about the Club's provision and to meet the staff, and thereafter to speak regularly to the staff to reassure themselves about their child's progress.

Resources: the club has a wide range of games, toys and craft resources suitable for all age groups. Whenever possible the children are encouraged to play outside, and they have a large assortment of outdoor equipment to play with.

Healthy eating: at all clubs, the children are offered drinks and healthy snacks including cereal, fruit and toast as appropriate. Food allergies or intolerances are catered for.

Inclusion: all children are unique and we are committed to ensuring that the needs of each child are catered for. All children are encouraged and supported to integrate and to enjoy each other's company and make new friends.

Special Activities: During Holiday Clubs special activity/theme days are arranged. We recognize and celebrate special occasions, not only those of our own culture but from around the globe.

Payment: sessions are booked on a termly basis and payment is due at the time of booking via Parentpay. The electronic booking form displays the total payable once completed. Payments can be made by installments over the course of the term by prior arrangement with the Club in cases of financial difficulty.

Childcare Vouchers and Tax-Free Childcare: these can be used to pay for sessions but no refunds can be made in the event of overpayment.

Cancellations: bookings cancelled 48 hours or more in advance in writing or via e mail will not be charged for. Bookings cancelled with less than 48 hours notice will be charged in full (including child illness).

BREAKFAST CLUB

The children can arrive at the club premises from 7.30am. (Please note that the club cannot take responsibility for any children until they have arrived inside the club premises and been signed in). Access is via the gate from The Downs leading onto the top playground.

The club is an ideal facility for working families, and the children can enjoy breakfast with some of their friends.

Breakfast consists of a choice of cereals, fruit, toast and drink.

The junior children are allowed to make their own way into class and all the Infant children are taken to their classrooms by play workers.

AFTER SCHOOL CLUB

Junior children make their own way into the club straight from class or at the end of other clubs they are attending. Infant children are collected from their classrooms or at the end of any club they are attending by members of our staff.

The register is taken and the children are offered a snack of toast, fresh fruit and a drink before playtime/activities.

The children can be picked up at any time up to 6pm (please note the club cannot release any child unless a named adult has arrived and signed them out). Access is via the school car park (gates are open from 5pm) and the Junior pedestrian gate at the front of the school.

HOLIDAY CLUBS

The Holiday Club offers a safe and relaxed environment for children of primary school age and is also open to families whose children attend other schools. It opens on Mondays to Thursdays on the dates set out overleaf. Children can be dropped off and collected any time within the opening hours. Access is via the gate from The Downs leading onto the top playground, or the Junior pedestrian gate at the front of the school.

The same rules regarding dropping off and picking up as for the breakfast and after school club apply.

Although healthy drinks and snacks are provided during the day, it is a requirement that children bring an appropriate packed lunch in a relevant container with suitable precautions for keeping the food fresh which does not contain nuts.