

St Benedict's Catholic Primary School

Out of School Club (The Hub)



Information for Parents



"As unique individuals, we do our best at work and play for the love of God and others."

INTRODUCTION

St Benedict's before- and after school club is run by a team of experienced staff who provide care under the supervision of Mrs Hannah McGuire, the Head Teacher. The aim of the club is to provide a fun, safe and stimulating environment for our children and to maintain close links with parents. The staff members who run the club, who also hold other roles in school, are kind and supportive. They know the children well and they aim to make their time in the club enjoyable and productive.

CONTACT NUMBER: Contact Mrs Kim Bahsoon on 01625 520207 of outside of school hours on **07759 918013**

OPENING HOURS (TERM TIME ONLY)

✓ **BREAKFAST CLUB**

Monday to Friday 7.45am to 8.50 am

Before School club is always in the main **school hall** and is accessed by the door at the rear of the building. Children will be provided with a breakfast consisting of fruit, cereal, toast and milk. A range of table-top activities are provided.

✓ **AFTER SCHOOL CLUB**

Monday to Friday 3.30pm to 5.30pm

After School club is generally in the **school hall** but some days a week is located in a classroom. At the beginning of each term, parents will be provided with a timetable.

Table top activities, arts & crafts, and small games will be available. There is an area for children who may choose to do homework. The children will be encouraged to play outside when the weather permits. Children are also encouraged to make up their own games using their imagination.

Attendance can be on a regular basis or as required. Our Out of School provision is very popular and should be booked in advance, although casual extra sessions are often available at short-notice. You will need to complete a registration form before your child comes to the After School Club for the first time.

SNACKS

A healthy snack will be provided for your child shortly after the end of the school day. We provide a selection of fruit, yoghurts and other snacks (eg bagels, sandwiches or wraps). We often have themed days and the children will be provided with foods representing different cultures or festivals.

FEES (The governors reserve the right to increase the fees at the beginning of each academic year)

Our fees are competitive compared to other schools in the area and we offer flexibility. Fees are payable in arrears at the end of each month.

Charges are as follows:

After School Club	3.30pm – 5.30pm	Before School Club 7.45am – 8.50am
(including snack)	£ 9.75	£6

** An additional charge of **£10 per 15 minutes** will be levied for late collection of your child from The Hub.

CONTACT NUMBER: Contact Mrs Kim Bahsoon on **07759 918013**

In the event of someone other than a designated adult collecting your child then please inform Mrs Bahsoon in writing or by phone. **We ask that the person bring ID with them. They will be asked to sign the register.**

PLEASE NOTE THAT CHILDREN WILL NOT BE RELEASED TO ANYONE UNDER THE AGE OF 18.

PAYMENT

Online payment should be made via school gateway at the time of booking.

Any difficulties in meeting payment conditions should be discussed in confidence with the Manager/Headteacher.

Childcare Vouchers are accepted. Please inform the school office if you want to pay by voucher.

CANCELLATION OF PLACES

24 hours' notification must be given to Mrs Bahsoon if you wish to cancel a session for your child. Failure to notify of cancellation at least 24 hours in advance will incur the charge for the session. Absence due to sickness will still be charged because costs will have been incurred. Please inform the office if you are collecting your child, so that the registers can be updated.

POLICIES

These are located on the school website should you wish to read them. <https://stbenedicts.cheshire.sch.uk/school-policies.html> The club follows the school policies.