

Cheadle Catholic Infant School

After

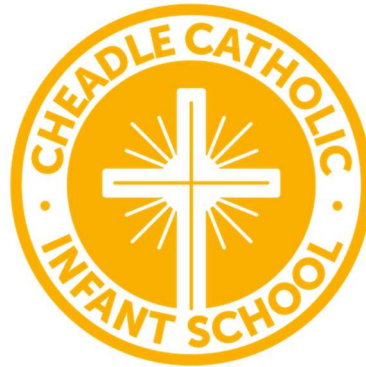
School

Club

And

Daily

Exercise



After School Club

Parent Handbook

2021/22

ABOUT THE CLUB

Infant School After School Club Manager: Mrs Tammy Hunt.
The club is open from 3.30pm-6pm.

The After School Club is for children in Reception to Year 2 only.

All staff will wear identification badges in line with School policy and have an advanced DBS police check.

CLUB AIMS

Our aim is for play to be natural self discovery through freedom of choice, which leads to an imaginative individual. We offer a range of physical activities that cover personal, social, emotional, physical and creative development as well as knowledge and understanding of the world. Activities will include drama, games, art, sport and music.

The club will have a particular focus on encouraging a positive attitude to health and well-being.

CONTACT DETAILS

Mrs Tammy Hunt: 0161 4858733

FEES

£12.50 per session including snack 3.30-6pm. (snack will be served at 4.40pm)

£5.50 per session not including snack 3.30-4.30pm

£7.50 per session if joining after a sport's club

Payment for each week will be required in advance and should be made via Pay 360 or Voucher (reference 'ASC'). We would encourage parents to pay half termly.

Please note: Vouchers can only be used for the After School Club and not the sport's clubs

No place will be given without prior payment.

Due to the need to pay and book places in advance so that levels of staffing can be organised, CASCADE after school club will be unable to offer a refund if a child does not attend unless 48 hours notice is given via email (admin@cheadle-inf.stockport.sch.uk) or telephone (0161 4858733).

Cancellation by Cascade After School Club:

In the event of a school closure due to lockdown, adverse weather conditions or problems with the building eg no water or heating a 'credit' or refund will be made in respect of any days cancelled by breakfast or after school club

Penalty Charges

Parents who are late collecting their child/ren will incur a penalty charge of £5.00 per child for every 15 minutes they are late. (ie. If you have two children and are 15 minutes late, you will incur a late charge of £10) after the official closing time of 6pm. This penalty charge must be paid on the spot to the After School Club Coordinator.

Organisation:

If your child is attending a sport's session first they will be collected from their classroom by Mr Helsby. If your child is attending Cascade Club only they will be brought into the club by their class teacher. The club takes place in the school hall

We offer board games, construction, colouring and U classified DVDs; this is to enable the children to have some calm time. We endeavour to offer a healthy choice for snack including drinks, wraps, sandwiches, toast etc.

EXTRA SESSIONS OR LATE BOOKINGS

Extra sessions or late bookings are sometimes available in accordance with the appropriate staff/pupil ratios. If you require an extra session, please contact **Mrs Hunt: 07961830598 or the Infant School 0161 4858733.**

SAFEGUARDING:

We will strive to:

- **Create and maintain a safe learning environment for our children.**
- **Identify where there are child welfare concerns and take action to address them, in partnership with other organisations where appropriate.**
- **Develop our children's understanding of how to keep themselves safe.**

All CASCADE staff are fully trained in safeguarding procedures.

Our Designated Safeguarding Lead for CASCADE is Mrs Hunt.

The Designated Safeguarding Lead for School is Mrs Glynn and the Deputy Designated Safeguarding Leads are Mrs Lees & Mrs Dixon.

PASSWORDS:

Each child will require their own unique password.

If there is a change to pick up arrangements and your child is being picked up by someone new, the Cascade Team will ask for your child's password.

Please fill in the attached sheet and add a password for After School Club. This will be kept securely.

ILLNESS/ACCIDENT/EMERGENCY

Parents are informed immediately if their child becomes ill whilst in the care of Cascade Club, or if they have an accident where it is felt the parents/carers are needed. All accidents will be reported in the school accident book.

There is always a qualified first aider on duty. Details of children's medical needs and any allergies are recorded.

Please note:

We require at least one week's notice if your child if your child is to stop using Cascade Club.

Child's Name: _____ Class: _____

Who will be picking up from After School Club? _____

Password: _____ -

