



Dashwood Banbury Academy

an Aspirations Academy

Blackthorn and Acer Clubs Wrap Around Provision

Please see below for details of our wraparound care:

Blackthorn Breakfast Club	Acer After School Club
8 am to 8.45 am Breakfast provided £3 per session <i>Please note: last breakfast is serving is 8.20 am</i>	3.15 pm to 5.50 pm Snack provided £12 per child (single) Siblings charged at £8
Drop off at the hall door. Children will be taken to their classrooms at 8.45 am	Parents to collect from the hall door (unless otherwise advised of alternative room)

How to book

A google form is sent out at the end of the term for the following term. Complete all sections of this form and an email of confirmation will be sent to you after the deadline and when responses have been collated.

We do know that unexpected events happen and sometimes late bookings do need to be made. However, this has implications for us when the numbers are high as we need to ensure our staffing levels are correct.

Please send an email to office@dashwood-aspirations.org with your request for late booking, you will receive an email confirmation by return of email.

Late Booking fee

If you have not pre-booked for a place at either Breakfast Club or After School Club there will be a late booking fee of £2 added to your bill if a booking is made within the 48 hours prior to the day of attendance.

Payment

Your Parentpay account is expected to be settled in full at the end of each month and failure to do so will result in not being able to book in for session in the following term. You are able to pay through Childcare Vouchers and please ensure that these are sent through with enough time for the voucher to be credited to your account at the end of the month.



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Wrap Around Agreement

Overview

We will continue to operate pre-booking and maximum numbers for safety.

Entry/Exits

Parents may drop children at Breakfast Club from 8 am (last breakfast is served at 8.20 am) via the hall door and sign your child in with staff. Pupils in the After School Club are to be collected before 5.50 pm via the hall door. If you are running late, you need to contact the After School Club during the hours of 3.15 pm and 5.50 pm, please contact 01295 793146 or 07549 017769. Reminder if you are late, a £3 charge will be applied for each 10 minutes that you are late.

Below is the consent form regarding your child's attendance at our wraparound care. Please show you agree to each point by signing below. We will need this signed and returned before your child can attend.

- I give permission for my child to participate in all activities, including ICT activities.
- I give permission for my child to watch PG films.
- I will ensure all medical and food allergy information is up to date with the school's office.
- I give permission for the staff to administer medicine such as Calpol or prescribed. If it is calpol, we will ring for your permission first. Any medicine prescribed by the doctors will need to be agreed through the office where we have procedures in place.
- I understand that staff will use the school's behaviour policy and if consequences have been issued through the day, the policy procedure will follow on into the After School Club.
- I understand that if my child persistently does not follow our school behaviour policy, they may not be able to attend the provision.
- I will ensure that I inform the school office by 2 pm if someone else is collecting my child from the after school club.
- I agree to always pick up my child on time. **The last pickup time is 5.50 pm prompt.** I understand there is no alternative beyond this time and that, if I am late, I will incur a late collection charge of £3 for each 10 minutes late and my child may be unable to use this provision.
- I agree to pay the charge of £3 for Breakfast Club, £12 for After School Club (1 child), £8 per Sibling and settle my Parentpay account each month, to include care and snacks for my child/ren.
- I understand my booking is for the term and no refunds will be made if my child does not attend their booked session, unless in exceptional circumstances.

I (print) _____ parent/carer of _____

in Year ____ agree to the above terms.

Signature: _____ (parent/carer)

Date: _____