

## ● South Baddesley CE Primary School Wraparound Provision Policy

South Baddesley wraparound provision:

- provides a warm, nurturing and inclusive environment,
- enables children to access a broad range of wider curriculum activities and
- provides high-quality childcare for the families of SBS.

This document outlines all the necessary procedures relating specifically to the wraparound provision at South Baddesley CE Primary School. This policy should be read alongside:

- SBS Child Protection Policy
- SBS Pupils with Medical Conditions Policy
- SBS First Aid Policy
- SBS Health and Safety Policy
- SBS SEND Policy
- SBS Intimate Care Policy
- SBS Security Policy
- SBS Extended Provision Risk Assessment
- SBS Transport Risk Assessment

Provision type:	Times:	Fee:
Breakfast club	7.45am to 8.30am	£4/ child
After school club* on a Thursday, this club includes access to a music enrichment activity	3-5pm	£8/per child
Sports or performance provision	3-5pm	£8/ per child

- Places are only available for pupils registered at SBS.

Pupil numbers and ratios are identified and regularly reviewed as part of the risk assessment process.

- Free or discounted places may be offered at any of the above provisions for pupils in receipt of pupil premium funding, where the provision meets a need identified in a pupil's IEP and/ or in place of school transport to and from East Boldre.

Light snacks and/ or breakfasts are provided for each pupil attending any of the provisions. A typical menu consists of:

- Breakfast: milk or water, cereal and/or toast
- After school and Sports clubs: milk or water, crackers and cheese/ toast, fruit and yoghurt

Individual catering arrangements are made for any pupil with dietary needs registering for a place.

All staff at the SBS Wraparound Club provision follow the requirements of individual health care plans.

Wraparound provision staff have relevant qualifications, including:

- First Aid,
- NVQ level 3 in childcare (leader only),

- Food Hygiene qualification (leader only),
- Sports coaching qualifications (sports staff only) and
- at least annual Safeguarding training.

As identified in the risk assessments for this provision, there is always a member of senior staff available during club opening times and at least one Designated Safeguarding Lead is available.

**Registering for a place:**

- bookings for either the breakfast club, after school club or sports provision are made via family scopay accounts,
- single or bulk bookings may be made in advance,
- on the day bookings should be made via the school admin office.

Where a provision is oversubscribed, a waiting list is formed and places offered according to the order of pupils appearing on the list.

**Payment for provisions:**

- all fees should be made in advance of the club provision, using pupil scopay accounts,
- a variety of childcare vouchers can be used to part-fund the places and
- discounts may be offered at the discretion of the school according to the criteria listed above.

Fees for the provision are reviewed at least annually.

If fees are unpaid, parents are requested to clear the outstanding amount as soon as possible or to arrange to speak with a member of the school office staff to discuss how the outstanding amount will be paid.

Continued non-payment of fees may result in a child's place being withdrawn until such time as the outstanding amount is cleared.

**Drop-off and collection from wraparound provision:**

Arrangements for drop-off and collection from wraparound provisions are reviewed as part of the SBS Transport Risk Assessment. Details of arrangements can be found in this document.

This policy was reviewed:	September 2022
---------------------------	----------------