Margaret Roper
Catholic Primary School

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Head Teacher: D. J Mooney
Assistant Head Teachers: C. Garcia, E. Holloway

Wrap Around Care

Breakfast Club & After School Club

We provide a Breakfast Club and After School Club available for all children from Reception to Year 6.

Our goal is to provide all children within our care with a happy, safe, caring and stimulating environment before and after school. It is our aim to treat each child as an individual, encourage them in everything they do (independence with an invisible guiding hand). We will always provide a quality service, and will continually look for ways to improve the quality and services offered.

The Breakfast and Afterschool Club is a team effort, sharing responsibilities with families to provide the best care for the children. Any needs or issues are openly and confidentially discussed. Please feel free to contact us to discuss anything or pass on information.

Opening Hours

The Breakfast Club is open Monday to Friday 7:30am to 8:45am and the Afterschool Club 3:00pm to 5:55pm Mon-Thursday, term time only (excluding inset days). Friday After School offer is run by external provider Skillz, bookings should be made direct with them.

Breakfast and Evening Meal

Breakfast is provided from 7.30am to 8.15am and After School Club provide a light snack, such as a sandwich and glass of milk from 4.30pm to 5.15pm. The food offered to children will be healthy and balanced. Children may not bring their own food items to the club unless this has been agreed in advance due to allergy or food intolerances.

Payment Information

Payment is managed using an online payment system at **www.parentpay.com**

All children that attend the school will automatically receive a ParentPay account when they start. Parent/carers can login online to see their balance and add funds. You can also see your transaction history so you know exactly what you have been charged. Contact the school office if you don't have your username or password.

Invoicing and payment will be half termly in advance, once a booking form has been received. No 'ad hoc' attendance that has not been booked in advance will be allowed.

There are three ways to pay:

1. With a debit/credit card in the secure online payment system at **www.parentpay.com**
2. Pay with cash using a PayPoint barcode at your local store (contact the school office for a barcode)
3. Using childcare vouchers or Tax Free Childcare payments (please note: it may take up to 30 days for your ParentPay account to be updated)

Please note that accounts are payable <u>in advance</u> for the half term. We cannot accept children for whom payment has not been made.

Booking

Before you can start using the Wraparound Clubs you need to register by downloading the registration form, and once completed return to the school office. A separate registration form is needed for each child as the details may differ.

You should also download the handbook with additional registration forms prior to commencing Breakfast and/or After School Club for the first time.

To book your child a place in one of the clubs please complete a booking form (located on the website). We cannot accept your child into the club until a completed booking form is returned to the school office.

Places for Breakfast and After School Club must be booked for the half term in advance so that we can ensure that staffing ratios are adequate. Therefore, booking forms for each child must be renewed each half term.

There can be no 'ad hoc' bookings for either Breakfast or After School Club and children cannot be accepted on the day unless their parents have booked a place. Bookings are firm commitments and, once made, will be charged for as we have had to employ staff.

We require 7 days notice to cancel a booking otherwise you will still be charged. Please contact the school office or Head Teacher if you have any specific circumstances you feel we should be aware of.

Cost (effective from September 2023)

The cost of each session is listed in the table below. There are no part sessions and there is a flat fee regardless of whether breakfast or evening snack is required.

Session	Price Per Session	Time
Breakfast Club	£7.50	7:30am - 8.45am
Afterschool Club	£14	3:00pm – 5:55pm
Breakfast & Afterschool Club	£20 (£1.50 discount)	7.30am - 5.55pm

Illness

Please note that if your child has had diarrhoea and / or vomiting they should not attend clubs until they have been symptom free for 48 hours (in line with the school policy).

It is in the best interests of the child(ren) to remain with their families during the time they are ill.

Contact Details

Our contact number is **020 8668 0945** during Club opening hours.

Otherwise please contact the school office on **020 8660 0115**. For non-urgent communication or queries regarding bookings / payments please email :

Anna Jaye business@margaretroper.croydon.sch.uk