



3rd November 2020

Dear Parent/Carer,

Before and after school provision at The Oval

We are excited to announce that Central Out of School Club are opening a new before and after school wrap around provision for the children of The Oval beginning on January 5th 2021. The club will be open to all children from reception through to year 6.

The Club will be based in the hall closest to the main school entrance and we will have access to the playground. At Central Out of School Club we aim to provide a safe, secure and relaxed environment, offering a range of activities to reflect the interests of the children in our care.

What we offer:

Our Clubs follow the Play work Principles, so children are free to choose activities and resources as they wish. There will always be a selection of activities and resources available, including dressing up, quiet area, craft, board games, construction, physical play and reading. During before school club, children are given access to board games and craft activities as well as outdoor play in good weather. At least one structured activity is delivered at each after school club session by the Club staff members, as well as the full range of free choice activities. Planning is completed weekly and is displayed at each Club for parents/carers to see.

What we provide:

At Central Out of School Club we provide breakfast during the before school session which consists of a breakfast bar and milk or water. We are unable to serve toast and cereal currently due to the COVID-19 procedures we have in place. A snack is also served at each after school club session such as fruit and yogurt, brioche buns or rice cakes. The food we provide at the afternoon session is not intended as a substitute for a main evening meal. The breakfast and snacks provided are in line with our healthy eating policy, and fresh drinking water is available at all times. We meet individual dietary requirements and parental preferences wherever possible.

Staffing:

Our setting managers are all Level 3 childcare qualified to a minimum, with the setting manager for The Oval holding a degree in childcare studies. Each setting then has a deputy manager (minimum level 2 childcare qualified) and a play worker where numbers allow. All of our staff undertake continual professional development training, are DBS checked and paediatric first aid trained. Our insurance stipulates a ratio of 1:15 for children aged 4 and over which is in line with government guidance.

Organisation:

Central Out of School Club is run as a private business. We enjoy a close working relationship with the schools in which we work in order to ensure continuity of care and to maintain good communication links. Our group company, Central Education, works with over 25 schools in Birmingham and Solihull and provides Ofsted registered childcare during the school holidays, as well as term time wrap around care and curriculum PE provision.

Policies and procedures:

Each Club has clearly defined policies and procedures, with copies available on request. Copies of the full policies are kept at each Club and are available for parents to consult at all times.

Booking:

Booking for all sessions is in advance via an online portal which accepts credit/debit cards, childcare vouchers and the government tax free childcare scheme. Booked sessions unfortunately can't be moved or cancelled and must be paid for regardless of attendance. Should your child be booked in for a session and either be absent from school or collected as normal at home time, we require prior notification to the Club manager via phone call for safeguarding purposes. Children will not be permitted to stay at the club unless they have been pre booked online. With COVID-19 we have relaxed our booking process to allow parents to book as little as one day ahead or as far in advance as the whole academic year. Please note, our places are limited and once a session is full, the system will not allow any further bookings.

To register and make a booking, please visit www.centraleducation.co.uk and follow the link under the 'book' tab.

Costs (where children have staggered finish times, costs are inclusive of this).

7:30 – 8:45, £4.20 per child and £3.78 for siblings

3:15 – 4:15, £5 per child and £4.50 for siblings

3:15 – 6pm, £9.50 per child and £8.55 for siblings (weekly block booking discount available)

7:30 – 8:45 and 3:15 – 6pm, £13.70 and £12.33 for siblings (weekly block booking discount available).

COVID-19 procedures:

Children will be kept in their school bubbles during club time and have access to equipment and resources specific to that bubble. Equipment will not be shared across bubbles. Parents/carers will unfortunately not be allowed on site and must phone the club manager on arrival for drop off at breakfast club and when arriving to collect. Club staff will then collect children from the gate for before school club and walk children out to the gate on collection. Sign in and sign out will be contactless. Toilets, door handles, benches and high traffic areas will be cleaned regularly throughout each session. Only food which is pre-packaged and drinks served in disposable cups will be used for breakfast and afternoon snack. If a school bubble was to close due to a case of COVID-19, no other children in the club would be affected as the bubbles will be kept separately. Please note, all booked sessions must be paid for regardless of attendance.

To register and make a booking, please visit www.centraleducation.co.uk and follow the link under the 'book' tab. Places are limited at each session. We look forward to seeing you soon!

Kindest regards,

Georgina Perry

Director

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