



TheClub@DeanValley

***Before and After School Childcare at
Dean Valley Community Primary School***

Tel: 07909045674

The Club@DeanValley – booking information & registration

The wraparound provision at Dean Valley Primary School is provided by the school management and is the responsibility of the school's governing board.

Hours

Monday to Friday term time only:

Morning 7.45am – 8.50am

Afternoon 3.20pm–6.00pm

Afternoon sessions can be booked for 3.15pm-5pm or 3.15pm-6pm.

Price

<u>Session</u>	<u>First Child Price</u>	<u>Sibling Price</u>
Morning	£5.00	£4.50
Evening to 5pm	£8.00	£7.50
Evening to 6pm	£11.00	£10.50

Payments

Payment is via Parentmail at the time of booking, using credit card, debit card or childcare vouchers.

If paying by childcare vouchers, notification of payment will be sent by your childcare voucher provider direct to the school admin team, upon receipt of which, the school office will allocate funds to your Parentmail Club booking account. You will then be able to go to your Parentmail Club account and book sessions online.

Administration and Fees

- All bookings are on a first come, first served basis as there are a limited number of allocated slots available on the Parentmail booking system.
- Sessions must be paid for at point of booking. We use a computerised booking and payment system, using the Parentmail app. The booking window is open up until 8 days prior, so for example if you wanted your child to go to club on Friday 23rd October, you would need to complete the booking on line by end of Wednesday 14th October.
- Fees will be reviewed annually in July to keep the organisation's income and expenditure in balance.
- Sessions are available to book up to 13 weeks in advance (i.e. a term).
- Your child needs to be registered via the school office prior to attending club – we cannot accept any child until they have been registered. Please complete and return the registration form below to the school office as soon as possible prior to your child attending club for the first time.

Pre-booked places

All pre-booked places are chargeable and non-refundable.

We are unable to swap sessions once the 8-day booking window has closed. If you wish to swap sessions, you will need to do this via your Parentmail app prior to the window closing.

Emergency places

Please contact the school office admin@deanvalley.cheshire.sch.uk or 01625 572767 if you require a place at club in an emergency.

School Closure

In the event the school has an emergency closure on a day it would normally be open, and therefore the club cannot open, charges will be refunded the following month.

Staff

Club staff are appropriately qualified, with the Club Manager having overall responsibility for the management of the Club. Business support is provided by the school administration staff.

Facilities

The Hall, classroom areas and all outside areas are available to the club. Breakfast and drinks are available during the morning session. Snack and drinks are provided during the afternoon sessions. Younger children (under 8s) are accompanied to and from their classroom by the school/club staff.

Activities

We offer a wide range of games, crafts, outdoor activities, technology, DVDs and also a quiet area which all children can enjoy for reading. KS2 children may complete their homework in the quiet area if they wish.

Questions

If you have any questions, please contact 07909 045674 or alternatively speak to the manager.

Registration Form (Please complete a separate form for each child)

Mother's Details: Name: Address: Place of Work: Tel:	Father's Details: Name: Address: Place of Work: Tel:
Names of other persons authorised to collect your child	Name: Tel: Relationship to Parent
Grandmother's Maiden name (for security use)
<u>EMERGENCY CONTACTS</u>	
Name: Relationship: Tel: Name: Relationship: Tel: Name: Relationship: Tel:	
<u>MEDICAL INFORMATION</u>	
Doctor: Address: Tel: Health Visitor: (if involved)..... Tel:	
Vaccinations/Immunisations received (please circle) Whooping Cough M.M.R Polio Diphtheria Tetanus H.I.B.	
Allergies and details of any significant health issues (including special educational needs)	
I hereby give permission as a parent/guardian of for the staff of TheClub@DeanValley to seek any necessary emergency medical advice or treatment for the above named. Signature of Parent or Guardian	
DIET: PLEASE INDICATE IF YOUR CHILD SHOULD NOT BE GIVEN FOOD OR DRINK AS FOLLOWS Medical: My child has the following food/drink allergies:	
RELIGIOUS: The following food/drink should not be given to my child on religious grounds:	
OTHER RELEVANT INFORMATION ABOUT YOUR CHILD	

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TheClub@DeanValley, Before and After School Club at Dean Valley Primary School, has a responsibility to monitor the welfare of children and will work with parents and other agencies as appropriate to address any child protection concerns.

In the child's interest, on occasions, it may be necessary for the out of school club to liaise with other agencies such as school, nurseries and children's social care etc. This would always be dealt with in a confidential manner.

In order to fulfil the requirements of Ofsted, it may be necessary for the staff of TheClub@DeanValley, Before and After School Club, at Dean Valley Primary School to carry out observations of the children.

On occasions, the club use photographs of the children for their files and for display purposes (this may include the school website). We will use the school's record of permission that parents completed at the start of the school year. If there are any changes please notify the club manager.

I give permission for my child/children to watch PG or U classified DVD films.

I hereby consent for my child to take up a place at TheClub@DeanValley, Before and After School Club at Dean Valley Primary School according to the terms and conditions set out in its policies and procedures. I have understood the expectations and obligations relating to both myself and the club and agree to abide by them.

I understand that late or non-payment of fees will jeopardise my child's continued attendance at the club.

I confirm that the information I have provided is correct and I promise to contact the Club Manager immediately should any of the details change.

Signature of Parent or
Guardian _____ Date _____

Please return to:

Dean Valley Primary School
Albert Road
Bollington
Cheshire
SK10 5HS

Tel: 01625 572767
Mobile: 07909 045674