


# Pudsey Waterloo



## Prospectus



## Meet our staff

			
Tacy Breddy Manager	Alison Walker Play Worker (AM/PM)	Kelly Taylor Play worker (PM)	Kelly Rhodes Play worker (PM)
			
Emily Davis Play worker (AM/PM)	Helen Bedford Play worker (AM/PM)	Lindsay Bellerby Play worker (PM)	Tuesday Uttley Play worker (PM)
			
Natasha Walker Play worker (AM)	Rebecca MacDonald Play worker (AM)	Melanie Ribbons Play worker (AM)	Lucy Thompson Play worker (PM)

## Aims

Our vision: All children enjoy learning in our happy, safe and caring school. We are inclusive for all pupils and provide a broad and balanced range of activities which engages pupils and inspires them to be lifelong learners.

We aim to develop a strong partnership with parents and carers and encourage their involvement with their child's time at Extra Club. Although Extra Club runs before and after school we still strive to keep all the same values as school. We help the children to be **resilient** in the tasks they take part in, whether that be making their own breakfast or completing an activity. We teach them how to **respect** each other as well as all of the toys and equipment, whilst they are playing, tidying up, organising and sharing. The children are expected to be **positive** towards each other and themselves in what they can achieve whilst at Extra Club. Everyone at Extra Club is able to **reflect** on what challenges they have come across and how to overcome them. By supporting all of these values, both staff and children work 100% as a **team** to make the experience at Extra Club an enjoyable and safe one.

### **Breakfast Club**

**Extra club runs before school from 7:30am – 8:50am for a charge of £4.50. (This includes a basic continental breakfast)**

The children can arrive at any point during this time. Breakfast is laid out ready for when the children arrive. We have a selection of breakfast choices: cereals, fruit, yoghurt and toast along with various toppings; fruit juice and water are available throughout the morning. Due to the varied arrival times of pupils and the serving of breakfast there are limited focused activity sessions for the children. There are some craft and art activities, lots of toys/games and when the weather is good, the children can play outside.



### **After School Club**

**Extra Club runs after school from 3:15-6:00pm for a charge of £8.** The children can be picked up at any point during this time. We provide a wide choice of snacks each evening after school which are laid out for the children to access for the first hour and a half of Extra Club. There is a selection of fruit and vegetables on offer as well as a main snack which changes, such as wraps, noodles or pasta. Activities after school vary. Each night there is a craft activity for the children to take part in and some nights contain baking for the children to bring home and enjoy. When the weather is good we take equipment outside for things such as mini Olympics and den building.

*Please see the menu on the website for more details regarding snack and breakfast.*



### Where to find us

We are located in the atrium. Drop off and pick up is through the nursery. To find the entrance, turn left through the middle gates and walk to the far end of the Early years playground.

### Holiday Club

We strive to open for as many holidays as possible. We open over October half term, February half term, Easter holidays, May half term and for the first 4 weeks of Summer. If these dates change we will let you know. We offer a selection of four sessions through the holidays.

**AM session** - 8:00am - 1:00pm for a cost of £15.

**PM session** - 12:30pm - 5:30pm for a cost of £15

**Full day session**- 8:00am - 5:30pm for a cost of £26











**School session** - 8:40am - 3:15pm for a cost of £20

(Times may vary)

Breakfast is provided each day as well as an afternoon snack. Children must bring a packed lunch.

During the day we offer a selection of activities as well as regular trips to the local park. Our fun filled days which are jam packed with activities to ensure the children don't feel like they are at school in the holidays. Please see below an example of a holiday club timetable.

Booking for Holiday Club is done via Arbor and payment is required upon booking.

Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
<b>Pop bottle firefly</b> 	<b>Make your own suncatcher</b> 	<b>Banana Pancakes</b> 	<b>Make your own Sock puppets</b>  <small>shutterstock.com • 685751653</small>	<b>Making mosaics</b> 
Packed Lunch	Packed Lunch	Packed Lunch	Packed Lunch	Packed Lunch
<b>Football coaching</b> 	<b>Splatter painting</b> 	<b>Bee craft</b> 	<b>Terrific tennis afternoon</b> 	<b>Movie afternoon</b> 
Snack	Snack	Snack	Snack	Snack

## Registration and booking

To reserve your child's place at Extra Club please book via Arbor - Clubs - 'Breakfast club 25/26' OR 'After school club 25/26'. Payment is required upon booking. Bookings can be made up to 48 hours prior to a session start. If you wish to cancel any sessions this can also be done up to 48 hours before a session starts, you will be charged if you cancel less than 48 hours in advance, please email Tacy Breddy to cancel sessions. If your child has any additional needs please notify Tacy Breddy prior to booking your sessions in order to ensure we can meet the needs of your child.

Any queries please contact Tacy on the following email - [extraclub@waterloo.owlcotesmat.org](mailto:extraclub@waterloo.owlcotesmat.org)

By booking your child into sessions at Extra Club you are agreeing to have read all policies on our website page and agreeing that all contact information given to school can be used by Extra Club.

## Fees

Payment is required upon booking, this is a top up account where you pay as you go. Alternatively, fees can be paid via *childcare vouchers/government website etc.* Please notify the office each time you pay your vouchers. [office@waterloo.owlcotesmat.org](mailto:office@waterloo.owlcotesmat.org). If your child is in Nursery you can include Extra Club as part of your 30 hours funded place.

## 30 hour places

Nursery funded 30 hour places can be split across Nursery and Extra Club. To register your preferences for this please speak to Lisa in the office. You will book and pay for any additional hours via Arbor. We will inform you of the hours you need to pay for prior to your child starting at Extra Club.

## Behaviour

Extra Club aims to encourage an ethos of positive behaviour and ensure that children, parents and staff contribute to and take ownership of ground rules relating to acceptable standards of behaviour; and that all parties understand the actions the group will need to take to resolve situations of negative behaviour. ***We follow the same behaviour policy as the main school.*** Positive behaviour is always noticed and praised either verbally or by a small reward such as a sticker. Continued negative behaviour which endangers others and happens frequently, needs to be addressed. In this instance, parents/carers would be contacted to discuss their child's behaviour and individual rewards and sanctions set. On very rare occasions, if the problem is not resolved, the final action will be that the child would not be able to attend our before and after school provision.

## Feedback

We welcome feedback, so if you have any comments that would improve the service we provide, then do not hesitate to contact us. We will use your ideas to improve the service in any way we can. If you have concerns about any aspect of the service, please discuss this with the Extra Club manager or Extra Club staff immediately so that we can take any necessary action straight away. If you want to discuss anything further or make a complaint then please phone the school office and ask to speak to Tacy Breddy (Extra Club manager) or Mr White (Head of School). If you would prefer to email then please contact us through [extraclub@waterloo.owlcotesmat.org](mailto:extraclub@waterloo.owlcotesmat.org)