



# **Family Guide to Extended Day Care**

## **September 2023 - July 2024**



## **Extended Day Care at Deer Park School**

**(Also known as Early Birds and Evening Owls)**

### **Mission statement**

Deer Park School is committed to providing the highest quality wraparound care - childcare that is affordable and accessible to all parents in a safe, secure environment. Early Birds (before school) and Evening Owls (after school) recognise the value of every child and seek to maximise his or her potential as well as forming positive relationships with both children and staff.

Early Birds and Evening Owls are available to book for all children who attend Deer Park School on a full-time basis.

### **Who manages the extended day care at Deer Park School?**

The Extended Schools Leader is Owen Hunte. If you have any questions or queries regarding our extended day care, please email Mr Hunte on [o.hunte@deerparkschool.org.uk](mailto:o.hunte@deerparkschool.org.uk) or telephone 0208 353 4248.

### **Timings**

Early Birds and Evening Owls are available to book during term-time only. Please refer to the school's term dates for exact availability.

**Early Birds** is available from **7.45am - 8.55am every day (Monday - Friday)**.

- Early Birds 1 (**including breakfast**) is available from **7.45am - 8.55am**
- Early Birds 2 (**excluding breakfast**) is available from **8.15am - 8.55am**

**Evening Owls** begins at the end of each school day. It has two sections - WAC1 and WAC2.

Wrap Around Care (**WAC1**) is available from **3.20pm - 4.30pm (Monday - Friday)**.

Wrap Around Care (**WAC2**) is available from **4.30pm - 6pm (Monday - Thursday) and 4.30pm - 5pm on Friday**.

### **Venue**

Both Early Birds and Evening Owls operate from the main hall at Deer Park School. In good weather, the playground is used for outdoor activities. There is also access to the rest of the school if more space is needed.

### **Activities**

There are a wide range of activities available to the children. The staff provide fun activities both inside and outside (weather dependent) for those attending Evening Owls. The children are also encouraged to be creative and interact with each other throughout their time in both Early Birds and Evening Owls. In Evening Owls everyday there is 15 minutes of reading time after tea.



## Late for pickup

Parents/Carers who are unavoidably delayed, should contact the school as soon as possible to inform us of the situation. We are of course sympathetic and understand that you may sometimes be delayed, however, continual lateness may jeopardize your child's place on the scheme and incur a fine.

Please phone the school. If the phone is not answered please email [o.hunte@deerparkchool.org.uk](mailto:o.hunte@deerparkchool.org.uk).

## Food Menu

All children will have access to fruit and water throughout their time in our wraparound care. For any child with allergies or specific dietary needs, please ensure you notify the Extended Schools Leader.

## Early Birds

Children attending our Early Birds will be offered breakfast which includes choices from the following;

- Cereals – Multiple choices of cereals (all low sugar)
- Crumpets, Toast, Bagels, Pancakes, Waffles
- Yoghurt
- Fresh fruit

## Evening Owls

All children attending Evening Owls WAC1 will have fruit and water offered as a snack and WAC2 will be offered cold/warm tea at 5.00pm.

We have included a sample menu below – if parents wish to know specifically what their child has eaten, please do ask a member of staff.

### Evening Owls Sample 'Tea' Menu

	Snacks	Cold tea
<b>Monday</b>	Fruit Water	Chicken Hotdogs or sandwich Fresh salad included Fresh fruit/ Yoghurt
<b>Tuesday</b>	Fruit Water	Pasta (toppings to include cheese and tomato pasta sauce) Fresh salad included Fresh fruit/ Yoghurt
<b>Wednesday</b>	Fruit Water	Toast (toppings to include Beans, butter, Jam or cheese) Fresh salad included



		Fresh fruit/ Yoghurt
<b>Thursday</b>	Fruit Water	Wraps (toppings to include butter, cheese, selection of meats or Jam) With sweetcorn Fresh salad included Fresh fruit/ Yoghurt
<b>Friday</b>	Fruit Water	<b>No cold tea as we close at 5pm</b>

## Booking your place(s)

All bookings for Early Birds and/or Evening Owls should be made at the end of the term for the following term. We do need a term's commitment to enable us to plan for and provide the provision and therefore refunds are not possible unless in exceptional circumstances.

**For example** - bookings for Autumn 2023 should be made in July 2023; bookings for Spring 2024 should be made in December 2023, you will be sent an email to tell you when bookings open.

Parents who currently have a place will be given 1<sup>st</sup> preference for re-booking the same days for the following term (subject to full settlement of the previous term's account). Any new days will need to be booked when booking opens for everyone.

All places to be booked via your SchoolsBuddy account. Please keep your payments up to date and clear at the earliest convenience. Full settlement must be made before being able to book for the following term.

**Provisional Costs for Autumn 2023\*** (This will vary depending on how many weeks in a term)

	Cost per session	Monday (12 days)	Tuesday (12 days)	Wednesday (12 days)	Thursday (12 days)	Friday (12 days)
<b>Early Birds 1 7:45-8:55 (incl breakfast)</b>	<b>£5.50</b>	<b>£66</b>	<b>£66</b>	<b>£66</b>	<b>£66</b>	<b>£66</b>
<b>Early Birds 2 8:15-8:55</b>	<b>£3.00</b>	<b>£36</b>	<b>£36</b>	<b>£36</b>	<b>£36</b>	<b>£36</b>
<b>Evening Owls**</b>						
<b>WAC1: 3.20-4.30pm</b>	<b>£6</b>	<b>£72</b>	<b>£72</b>	<b>£84</b>	<b>£72</b>	<b>£72</b>
<b>WAC2: 4.30-6pm (with cold tea)</b>	<b>£8</b>	<b>£96</b>	<b>£96</b>	<b>£96</b>	<b>£96</b>	<b>£96</b>
<b>WAC2 Friday: 4.30-5pm</b>	<b>£2</b>	<b>£24</b>	<b>£24</b>	<b>£24</b>	<b>£24</b>	<b>£24</b>
<b>After School Club</b>	<b>£6.50</b>	<b>£78</b>	<b>£78</b>	<b>£78</b>	<b>£78</b>	<b>£78</b>

\*Adhoc places are **subject to availability** by instant booking on the system at an extra charge of 50p.



**\*\* For new Reception children WAC1 and WAC2 provision becomes available from the w/c 12.09.2023 when they become full time.**

## Attending Specific Clubs

Deer Park School also provides blocks of specialist clubs each term. Club provision to date has included: Tennis, Dance, Yoga, Football, Technology, Science, Music, Nature and Performing Arts to name a few. These clubs are available to book on a preference-based system and then a random allocation is made based on your choices.

## Cancellation of clubs and provision

Deer Park School will do its utmost to ensure all provision is provided.

If you need to cancel a club or provision please email [o.hunte@deerparkschool.org.uk](mailto:o.hunte@deerparkschool.org.uk) with details of which club/provision and your reason why. Any refunds will then be discussed and then credited to your SchoolsBuddy account if applicable.

## Pupil Premium Grant and Child Care Vouchers

If the school is in receipt of the Pupil Premium Grant for your child then first club is available free of charge per term, any extended day care or additional clubs are available to book at a 50% discount.

If you wish to pay via child care vouchers you must inform the school the name of the child care voucher company. Once you make the payment, please email the screenshot of the transaction and amount to [o.hunte@deerparkschool.org.uk](mailto:o.hunte@deerparkschool.org.uk) so, Mr Hunte can check and add this to your SchoolsBuddy account within a timely manner.

## Behaviour

Any children attending Early Birds or Evening Owls are expected to behave in a way that allows the children to succeed and benefit from their time in wrap around care. The KEY rules we ask all children to follow are:

- Be sensible, thoughtful and kind to others.
- Walk calmly around the building and grounds to be safe.
- Take care of all property.
- Help each other and aim to get along with everyone.
- Be respectful towards one another.
- Tolerate reasonable difference and celebrate diversity.

Parents of children repeatedly not meeting the expected standards of behaviour will be asked to collect their child and be asked to attend a meeting to discuss if the provision can continue.

Parents must sign our Extended Day Provision Agreement setting out our terms and conditions, prior to their child/ren attending.



## **Review and Feedback**

As a growing school we are always looking at how we can continue to achieve and maintain the highest standards of care for all of our children outside of the regular school day. We welcome parental feedback and have an open-door policy in this respect.

We will be reviewing the running of our provision termly and the details within this handbook (although they are correct at going to print - April 2023) are subject to change.