



Wraparound Care Policy

Reviewed by	Full Governors
Agreed on	24 th May 2023
Signed	Janet Dimond

Be Well, Learn Well, Live Well, Offwell

Our Core Values: Honesty, Loyalty, Caring, Sharing and Forgiveness



Introduction:

Offwell CofE Primary School offers Wraparound Care for all our children and their families. We will provide high quality childcare for children registered at our school in a safe, happy and stimulating environment. The Care is fully inclusive.

Wraparound Care can help to enhance the social development of children, increase their capacity to learn, extend their experience of play and help them all to achieve their full potential. Safeguarding of the children is our highest priority and all staff have had the relevant training and DBS.

Care is available as follows:

	Provision	Hours	Cost £	Location
Monday to Friday	Early morning care	0800 – start of school	£3 with or without breakfast	Beech Classroom
Monday to Thursday	After school care	1515 – 1615 1515 – 1700 1515 - 1730	£4 £7 £9	School Premises

What is on offer:

Unless specified, care will comprise a range of activities and experiences which have been planned by the staff with the children at the forefront of the planning. Activities may include:

- Art, craft and design;
- Construction;
- Small world play;
- Outdoor play and play-based team games (not PE);
- Puzzle solving

All activities on offer will take account of the different ages and abilities of the children. The environment will always be safe and appropriate.

Children will be consulted regularly on their interests and staff will make every practicable effort to include their preferred activities.

A light breakfast will be provided for any children attending Early Morning Club if they arrive before 08.15am. A healthy snack will be available for any children attending the after school provision - dietary needs will be taken into account.

How Wraparound Care is managed:

The provision of Wraparound Care at Offwell School comes under the remit of the Governing Board. Day to day management of the provision is delegated to the Headteacher, the Administrator and the staff employed to operate the provision. Staffing levels will conform to national standards for adult/child ratios (1:8). There will always be at least two members of staff on duty. Wraparound care will be available Monday to Thursday 8am to 5.30pm and on Fridays 8am to 3.15pm. After school care will not be available on the last day of term.



Offwell C of E Primary School

Registration, Attendance and Payment:

A register is kept and attendance is input into Parentpay at the end of every half term. If you wish to pay by another method eg through the Government Gateway, please speak to the School Business Manager. Parents should inform the School Office if their child is unwell and will not be attending school or be requiring Wraparound Care.

Children attending Wraparound care in the morning should be escorted by their family to Beech Class. They should use the main school entrance door which is controlled by the entry system. At the end of the session children will go to their respective classrooms.

Children attending Wraparound Care after school will be directed to the relevant room by teaching staff. Registration will take place in the room. At the end of the session (or earlier if a child is to be collected early) the child should be collected from the relevant room and signed out.

Emergency closure

In the case of emergency, parents/carers will be contacted via the school email with follow up by telephone if necessary.

Parents are responsible for ensuring that the School holds up-to-date details and contact numbers as these may be needed in an emergency.

Staffing of Wraparound Care:

Staff employed to run Wraparound Care will be subject to the same code of conduct, appraisal systems, behaviour guidelines, and procedures as all school staff. Their employment will be subject to Devon County Council policies, and school Policies and practice. The school is an Equal Opportunity Employer. All posts have a Job Description. All staff will have appropriate qualifications and will hold the necessary First Aid and Food Hygiene certificates.

Supporting Paperwork

Wraparound Care provision is subject to all the relevant Risk Assessments, Planning, Policies and Procedures, Codes of Conduct, Employment etc. which exist within the school.