

We want every child to be happy, caring and successful.

Nursery Wraparound Parent/Carer Information



Staff at Nursery

Elee Perkins - Teacher

Fiona Teagles - Nursery Nurse

Alison Smith - Nursery Nurse

Hilary Batson - Teaching Assistant

Pauline Corbett - Teaching Assistant

Michelle Surman - Lunchtime Supervisor

About the Wraparound Care

We offer good quality childcare at our breakfast and after school club for children of working parents in a safe, clean and welcoming environment. We accept children attending Cedars Primary School and Nursery from the ages of 3 to 11 year olds.

During breakfast club (7:30am-8:50am) we provide pupils with the opportunity of receiving a healthy breakfast at school each day. We believe that by providing children with a healthy start to school we are helping to reduce health inequalities arising from poor diet. Likewise at after school club (3:20pm-6:15pm) we provide healthy snacks before children are collected and go home for their evening meal.

During both clubs we provide a variety of stimulating and exciting play opportunities for children of all abilities that will enhance their learning, promote their physical development and develop and maintain positive social relationships with other pupils and staff. We maintain a staff/child ratio of 1:8 for children aged three.

During the Nursery School Day (8:50am-3:20pm) we offer high quality education for your child. Your child will be able to access 15 hours 'universal entitlement' and then up to a further 15 hours of Nursery provision, where your child will be able to consolidate their learning within the Nursery setting. This is chargeable unless parents are eligible for the 30 hour offer. However, for the 30 hour offer, the free entitlement must be used during the school day (8:50am to 2:50pm).

Wraparound Sessions and Fees

- Breakfast Club - £4.00 per session (7:30am-8:50am)
- After School Club - £10.00 per session (3:20pm-6:15pm)
- Morning Session 8:50am-11:50am - £18.00
- Afternoon Session 12:20pm-3:20pm - £21.00
- Afternoon Session 12:20pm-2:50pm - £18.00

- For Children who qualify for the 30 Hour Offer, an additional half an hour 2:50pm - 3:20pm - £3.00 per session per child

Payment Structure for Wraparound Sessions

- Fees are payable half-termly in advance, unless alternative arrangements have been agreed by the School Business Manager.
- Payment can be made:
 - by cheque payable to 'Cedars Primary School Fund'
 - online using +Pay on Parentmail
 - using Child Care Vouchers - a scheme set up through your employer which allows you to pay for childcare from your pre-tax salary. For more information speak to the School Business Manager - 01908 610561
 - using the Childcare Tax Credit scheme which provides help for working parents/carers with child care costs. For more information please visit www.childcare-support.tax.service.gov.uk or speak to the School Business Manager - 01908 610561

Please note that for the first half of the Autumn term we will accept payment by cheque or cash only.

- Children may attend from 1-5 sessions each week, but can also attend on an 'ad-hoc' basis as long as there are places available and the session is paid for before the session is required.
- Bank holidays and Inset days will not be charged for.
- Cheque payments for wraparound care must be made separate to any other school payments. Online payments must clearly show what the payment is for.
- If fees are not paid, the School Business Manager will write to the parent or carer requesting payment. If this payment is not made then your child's place will be cancelled until full payment is received.
- Fees are reviewed annually by the Full Governing Body. Any queries regarding fees should be directed to the School Business Manager.

Registration Details

All parents/carers are required to complete a registration form prior to their child/children starting Nursery.

Cancelling Wraparound care

If you wish to cancel a permanent place we request half a term's written notice. If this is not done then you will be charged for the booked sessions.

Temporary booking

We will accept temporary or occasional bookings as long as there are places available and a registration form is completed. We require a minimum of 24 hours notice. If a temporary place has been booked and is no longer required, the Nursery must be given 24 hours notice. If notice is not given, the place will still be charged for.

Induction

Prior to your child beginning Nursery with us, we have a one week induction period. During the induction, two members of staff will visit you and your child in your home called a 'Home Visit' (20-25 minutes) and you will be offered a 'stay and play' session (45 minutes). Your child will be able to begin Nursery in the second week. Wraparound care is not available during the Nursery School Day (8:50am-3:20pm) during this period.

For further information, please see our leaflet 'Breakfast Club/After School Club Parent/Carer Information and Terms and Conditions'.