



## EYFS, Year 1 & Year 2 Wraparound Care at Oakmeadow School.

### Information for Parents and Carers

Ladybirds Wraparound Care is before and after school care for children of Nursery, Reception, Year 1 & Year 2 age at Oakmeadow School. Ladybirds is managed and run by trained professionals who work within the school. This supports consistency of care for your children before and after the school day. Ladybirds is run to the high standards expected at Oakmeadow and follows school policies and guidelines. Please find below a summary of the key information we think you may need.

#### Opening times

The breakfast club is open from 7:50am and your child will be taken to their class for the start of the school day at 8.50am. After school your child will go to Ladybirds at the end of the school day and you can pick them up any time before 5.30pm.

#### Drop off and collection

The entrance for Ladybirds is the Nursery door to the right of the main school Reception. On arrival please press the doorbell to be let in via intercom.

#### Costs

The price for the morning session is £4.50

The price for the afternoon session is £6.50 from 3:00-4:30pm and £11 from 4:30-5:30pm.

There is a minimum charge of £5.50 per session booked. If a child is collected after 5.30pm there is a **late collection fee of £1 for every 5 minutes**. There is no refund if your child misses a session.

#### Booking

Bookings should be made and paid for in advance by the Wednesday of the previous week on School Money (under clubs). The school office will send you a log in to school money to access this. All amendments will be handled by the wrap around team via email [oak.wraparound@oak.mmat.co.uk](mailto:oak.wraparound@oak.mmat.co.uk). Please be aware the mailbox will not be monitored during the school day, as the leads will be in class. For emergency bookings only, please contact the school office on 01743 875020.

#### Cancellations

**Please note due to the increasing popularity of Ladybirds Wraparound Care if you do not make us aware you no longer need a session in writing to [oak.wraparound@oak.mmat.co.uk](mailto:oak.wraparound@oak.mmat.co.uk) giving 3 days' notice, you will still be charged for that session.**

#### Registration form

A registration form needs to be completed for any child attending the wrap around care sessions. This includes all contact, medical and safeguarding details. Please let staff know of any changes to important registration information e.g. change of address as soon as possible.

#### Contact details

Parent and carer contact details will be kept for every child. In addition, we ask for at least two emergency contacts, which will only be used when parents / carers cannot be contacted.

#### Collection

Ladybirds will keep details of all adults who have permission to pick up your child. In addition, we will be asking you for a password for use in case arrangements need to be changed.

#### Medical and dietary information

These details will be kept within the EYFS base. Please ensure that these details are updated as necessary.

#### Personal Care

Please provide the Ladybirds with any nappies, wipes, sun cream or changes of clothing/coats, hats and gloves that your child will need.

## Food

Each morning there is a range of cereals, yogurts, fruit and toast on offer to your child.

In the afternoons we offer sandwiches, toast, fruit, and crackers.

All food is served according to our healthy eating policy.

## Staffing



## Learning and Development

One of our main aims at Ladybirds is to extend, support and develop the learning that is happening during normal school hours. To enable us to do this we will:

- Plan weekly themes and provide opportunities for children to take part in both structured and non-structured activities daily;
- Liaise with class teachers and parents/carers to inform our planning/routines and ensure they are unique to each child's age and stage of development; and
- Follow each child's lead, taking note of their current interests and hobbies to inform our planning and routines.

## Routines

### Before School

7:50am-8.50am – Breakfast is available alongside several free choice activities, varying each day. These may include stories, drawing, board games, craft, small world play and construction.

### After School

3.00pm-3.15pm – Register, carpet time & settling

3.15pm-3:50pm – Child initiated learning & adult directed activity, including outdoor time (weather permitting)

3:15pm-4.15pm –Healthy snack time

4.15pm-4.30pm – Rest time with stories, circle games & interactive whiteboard (4:30 collections).

4.30pm-5.15pm – Child initiated learning & adult directed activity.

5:15pm-5:30pm – Wind down time before collection (stories & interactive whiteboard)

Routines and activities are planned according to the needs and the interests of the children who attend therefore it is flexible and subject to change. Children can attend Ladybirds for as little or as long as required.

## Contact

School phone number [01743 875020](tel:01743875020) or Email [oak.wraparound@oak.mmat.co.uk](mailto:oak.wraparound@oak.mmat.co.uk)

Ladybirds Wrap around Care has its own phone number [01743 875029](tel:01743875029). This phone number is only to be used between 7:50-8:30am & 4:00-5:30pm. If you wish to contact Ladybirds out of these hours, please call the main school reception [01743 875020](tel:01743875020).

If you require any further information, please do not hesitate to get in touch or pop in and see us.

## Breakfast Club Menu

### Week 1

Monday	Scotch Pancakes/Toasted Bagel/Various Cereals
Tuesday	Croissants with Butter or Jam/Toast/Various Cereals
Wednesday	Beans on Toast/Scotch Pancakes/Various Cereals
Thursday	Crumpets/Toast with Jam or Butter/Various Cereals
Friday	Toasted Teacakes, Bagel with Jam or Butter/Various Cereals

### Week 2

Monday	Toasted Fruit Loaf/Toast/Various Cereal
Tuesday	Scrambled Egg on Toast/Crumpets or Toast/Various Cereals
Wednesday	Crossaints with Butter or Jam/Toast/Various Cereals
Thursday	Scotch Pancakes/Bagel or Toast/Various Cereals
Friday	Toast with Jam or Butter/Crumpets/Various Cereals

Porridge with Honey or Fruit, Yoghurt and Fresh Fruit Available Daily. Orange Juice, Apple Juice, Milk or Water Available Daily

## After School Menu

### Week 1

Monday	Crumpets/Tortilla Wrap/Vegetable Sticks/Various Fruit
Tuesday	Teacake with Jam or Butter/Soft Cheese Sandwich/Vegetable Sticks/Various Fruit
Wednesday	Pizza Toast/Fruit Loaf with Jam or Butter/Vegetable Stick/Various Fruit
Thursday	Malt Loaf/Toasted Teacake/Vegetable Sticks/Various Fruit
Friday	Brioche Ham Roll/Cheese and Crackers/Vegetable Sticks/Various Fruit

### Week 2

Monday	Beans on Toast/Sandwich with Various Fillings/Vegetable Sticks/Various Fruit
Tuesday	Soft Cheese Roll/Toasted Bagel/Vegetable Sticks/Various Fruit
Wednesday	Toasted Teacake/Grated Cheese Bap/Vegetable Stick/Various Fruit
Thursday	Cheese and Crackers/Ham or Tuna Mayonnaise/Vegetable Sticks/Various Fruit
Friday	Crumpets with Jam or Butter/Fruit Loaf/Vegetable Sticks/Various Fruit

Yoghurt available daily. Orange Juice, Apple Juice, Milk or Water available daily