



Tudor Grange Primary Academy  
**Meon Vale**

## **Tudor Grange Primary Academy Meon Vale**

### **Wrap Around Care**

#### **Early Birds**

Age Range 3 – 11 years

Opening Hours 07.30 am – 08.45 am

Staffing Ratio 1:8 as a minimum (All staff are suitably qualified and experienced)

Cost: £4.25 per session\*

Early Birds opens at 7.30 am in the Early Years area each morning and runs until the start of the school day. Children can arrive any time from 7.30 am. Our Breakfast Club Leader ensures that the children are provided with a healthy breakfast and engages them in a variety of fun activities until it is time for school.

Children can help themselves to a selection of toast, preserves, cereal, fruit and juice all freshly prepared on the premises. Our youngest children will receive the support they need to ensure that they eat a healthy nutritious breakfast.

Once breakfast has finished children can join in a range of fun activities. The activities are appropriate to the age of the children.

#### **Little Tudors**

Age Range 3-4

Opening Hours AM session 08.45 am – 11.45 am or PM session 12 noon – 3 pm

Staffing Ratio 1:8 as a minimum (All staff are suitably qualified and experienced)

Cost: £15.00 per session\*

Little Tudors will offer learning and development opportunities which are focussed on the needs and interests of individual children whilst taking into account the length of the learning day and the prior experiences of morning nursery. Our team of staff will plan and deliver an exciting range of activities interspersed with opportunities to rest and recuperate from all the fun. To ensure that the children benefit fully from all of our wonderful resources and facilities that every opportunity is taken to support their development.

#### **Lunch**

This is only available to children who stay all day. Children may order a hot lunch or bring their own packed lunch. Hot lunches are charged at £2.30 per day. \*

#### **Tudor Tea Time/Tudor Teatime Juniors**

Age Range 3 – 11 years

Opening Hours 3.00 pm – 5.30 pm

Staffing Ratio 1:8 as a minimum (All staff are suitably qualified and experienced)

Cost: £10.50 per session\*

The team of staff will provide all children with the opportunity to play and socialise with friends in a comfortable, happy and secure environment. There will be a range of activities on offer appropriate to the age of the children, such as competitions, arts and craft, cooking, board games, organised outdoor activities, nature trails, homework clubs etc.



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Children will be provided with a light snack such as a sandwich to see them through until home time. Where a child attends an after school activity before arriving at the club fees will be charged from the end of the school day, this secures your child's place in the event of the after school activity being cancelled last minute.

### **Fees**

We offer **nursery parents** (for those that are eligible) the use of the full 30 hours' entitlement from the start of term. Funded hours can be used for either the AM session 08.45 am – 11.45 am or PM session 12 noon – 3 pm. **For those parents who are not eligible for the additional hours we will continue to offer 15 hour standard places for AM sessions with the option to purchase afternoon sessions at £15 per session. \***

Parents claiming "additional" hours will be required to register via the government website to confirm eligibility and to obtain a validation code on a termly basis. It is important to note that without a validation code for the current term, the school will be unable to claim the funding for your child. Those who do not provide a code when requested to do so will be subject to standard afternoon session charge.

For further details regarding eligibility or to register, please see the official government website at: [www.childcare-support.tax.service.gov.uk/](http://www.childcare-support.tax.service.gov.uk/).

### **Booking Procedure**

To enable us to plan our staffing levels effectively and to adhere to our safeguarding responsibilities, we request all bookings for wrap around be made via My Child At School at least one week in advance. Any emergency bookings made within one week will need to be booked via the school office and will be subject to space being available.

### **Payment Terms**

The new My Child At School system operates on a "pay as you go" basis meaning you have the freedom to pay for your wrap around care at a frequency that suits your lifestyle, whether that be daily, weekly or monthly. All we ask is that payments are made in advance so that your account balance remains in credit at all times.

We are also pleased to confirm that we are now able to accept payments for Wrap around services and Nursery sessions via the Tax Free Childcare service which may be of benefit to all parents and carers. To register for this service and for more info please visit [www.gov.uk/apply-for-tax-free-childcare](http://www.gov.uk/apply-for-tax-free-childcare)

### **Account Arrears/Non Payment Process**

Should your account go into arrears we reserve the right to withdraw further access to our wrap around service until your payments have been brought up to date. If we exercise this right, we will endeavour to contact you by any means available to us to inform you of this and may agree a payment plan with you at our discretion.



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**Cancellation Policy**

All cancellations are to be made via your My Child At School account at least one week prior if your child will not be attending a session and you are unable to cancel via My Child At School you must inform the school as soon as possible. Any late cancellations made via the office will be charged at the standard rate, regardless of your child's attendance at the session.

**Non Attendance**

If your child will not be attending a booked session due to unforeseen circumstances, we ask that you inform the school office as soon as possible to enable us to keep the session registers up to date. Extended services staff will not allow children to leave unless they have permission from a parent or carer to do so. If a child is booked into extended services fails to arrive, the school will endeavour to contact a parent or carer to ascertain the whereabouts of the child. If the school are unable to contact parents or carers, the child will be deemed as missing and the school procedure for dealing with this will be implemented.

**Aims**

We offer the highest standard of care and education for every child with a varied curriculum, carefully planned activities all of which complement the Early Years Foundation Stage requirements. We ask that each child and their family work in partnership with staff to build a profile of achievements that supports the child on their learning journey and transition in to Primary School.

**Staff**

We will ensure that the staffing ratio 1:8 is met as a minimum and all staff will be suitably qualified, experienced and have been through vigorous employment processes including DBS verification checks.

**\*Fees have not been increased again this year and remain the same as Year 2019 – 2020**