

Marlfields Primary Academy Extended Provision

“Lion Club” – Parent Information leaflet



The pupils have voted to call Marlfields' before and after school club – “Lion Club” using the lion from the academy's crest.

“Lion Club” will be managed by the Headteacher and Governors of Marlfields Primary Academy. It falls under the same Ofsted regulations as the school and will be inspected in conjunction with the school. It will be run by Mrs Bennett and Miss Mills, committed members of the school staff who have the qualities and expertise required to make the club a success.

This leaflet gives parents information about the aims, terms and conditions of the club and specific details regarding its running.

Opening Times

- Lion Club will be open each morning and afternoon, Monday to Friday, throughout term time.
- Lion Breakfast Club opening times: 8am - 8.55am
- Lion After School Club opening times: 3.20pm - 6.00pm

Activities

Activities in Lion Club are fun and engaging for children, there is always an element of child choice. By the time the afternoon session starts, children will already have had a very busy day of learning and fun, so the emphasis for Lion Club is to provide a relaxed atmosphere for pupils. Ofsted require evidence of planned activities that meet the children's needs and we echo this requirement. Children and parents will be involved in developing ideas for activities along with the staff. There will be opportunities for children to work quietly e.g. completing homework or enjoying a book, as well as opportunities for more practical, hands on activities e.g. outdoor or creative activities. Children will be able to access IT equipment.

For those children requiring access to Lion Club, who also wish to participate in the after-school clubs on offer e.g. rugby, art, dance then the staff running the session will take the child/ren to Lion Club after their club has finished.

Healthy Eating / Snacks

Breakfast will include toast/bagel or cereal, fruit and a drink, which is included in the price. Breakfast will be served from 8am to 8.30am.

A snack and a drink will be provided in the afternoon, which is included in the full session price. This will consist of a toastie, pizza, beans on toast (or similar) with a yoghurt/ piece of fruit. The snack rotates on a two-week menu which is displayed on the Lion Club door. It is important to note that it is only a snack and is not intended to replace mealtimes.

Booking and Fees

Session	Regular Price
Before school only (with breakfast)	£5.50
After school only (with snack)	£10.50
Full day (before and after school – with breakfast and afternoon snack)	£16

***A sibling discount is available – 50p reduction per additional child per session.**

A pupil registration must be completed for children attending Lion Club prior to the first session. Please book the sessions a term in advance using the termly booking form available from the office.

A late fee is charged for any bookings not indicated on the initial termly booking form of an additional £1.50 per session this is to cover staffing costings needed due to increased numbers of pupils attending. If you wish to cancel 4 weeks' notice is required or charges will still apply. **If you wish to cancel a session under exceptional circumstances telephone the office.**

Late collection fees

Late collections (after 6.00pm on the Lion Club clock) will result in a penalty charge. This will be a charge of £5.00 for the first 0-15 minutes and £5.00 for every 0-15 minutes after that. Charges will be added to the next fee payment.

Safeguarding / Security

The same stringent security procedures in place during the school day, will apply during Lion Club opening times. Lion Club (during term time) serves only pupils currently attending Marlfields Academy. Safeguarding and Health & Safety is a priority at all times.

Supervision of pupils outside of the Lion club opening times remains the responsibility of the parent. Pupils must be escorted to and from the building by their parent or other nominated person and signed in and out by a member of staff.

Children will only be allowed home with their parent or other nominated person (by prior arrangement with the staff). Where a parent does not arrive by 6.00pm and no reason is communicated for the late collection, a telephone call will be made to the parent. If the parent is non-contactable the emergency contact provided will be contacted. Where neither the parent nor the emergency contact can be reached Cheshire East Safeguarding Team will be contacted to ensure that safe provision is made for the pupil.

Many thanks for working in partnership with us to make the "Lion Club" successful.

Best Wishes, Mrs Rourke, Mrs Jukes, the Governors and Lion Club staff.