



# **Beeston Hill St. Luke's C of E Primary School**

## **After School Provision Policy**

**Approved: October 2022**

**To be reviewed: October 2023**

## **Policy Statement**

Beeston Hill St Luke's strives to provide a wide variety of after school provision for the children to attend. We recognise that these extra activities are beneficial to children; increasing the range of experiences they have, having a positive impact on attendance at school, promoting social and emotional development and providing them with new skills.

These activities include small nurture groups, supplementary P.E provision and extra-curricular activities. All of these activities run at no cost to families.

## **Extra-Curricular Activities**

The after school club provision is organised and managed by the Family Support Worker, Jemma Lane. The provision is facilitated by class teachers, support staff and external agencies such as Art Forms. All after school clubs run between 3.15pm – 4.15pm.

Parents / Carers complete a permission slip requesting a place in a club. The FSW then allocates places and notifies the Parents / Carers if their child has successfully been allocated a place or not. If a child hasn't been allocated a place they are placed on a waiting list and should a place become available the family is informed.

Any siblings of a child attending an after school club can access the Sibling Club – this facility is available Monday to Thursday.

At 3.05pm children remaining until 4.15pm are escorted to the school hall to meet the FSW and other staff members. They are then collected by the club leaders and taken to their allocated area.

At the end of each day the children are all returned to the school hall and the FSW or another member of staff call the children out to their parents. Children in Years 5/6 are able to walk home alone with parental permission.

Staff will use walkie talkies to communicate with each other during this time (3.15 – 4.15pm). The member of staff at the office will use this method of communication should parents arrive early to collect their child.

The Behaviour Policy is followed during after school activities.

In the event of a fire alarm the Fire Evacuation Procedure will be followed.

In the event of a Lockdown, the staff will follow the procedure of sounding their whistles and all children will gather in the school hall. The staff will communicate using their mobile phones and the police will be contacted.

## **Extra PE Provision**

The children in KS2 are provided with an additional session of PE each week. Years 3/4 access this session after school – children are encouraged to stay to this session unless they are engaging in a physical activity outside of school for example swimming lessons.

The Hunslet Club delivers these sessions. They provide the staffing and resources. Simon Wood, the school's PE coordinator, oversees the running of this provision.

A minimum of 3 class teachers or support staff also remain on the premises and help to support The Hunslet Club staff.

In the event of poor weather, a healthy-living lesson is taught indoors.

### **Childcare Provision**

This facility offers childcare from 3.15 – 4.15pm at a cost of £2.00 per child or £3.00 for a family. Parents use the School Money log in system to book their child's place. A daily register is kept in the office for the Childcare Provision Staff Leader to collect.