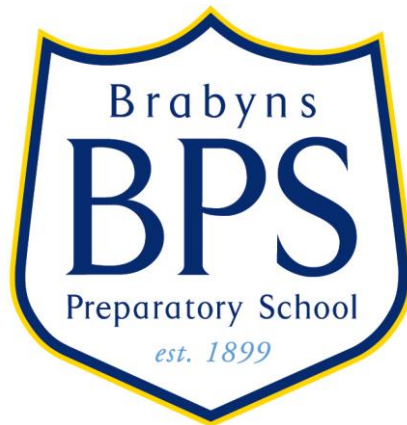


# Wraparound Care



**Guide to our  
Early Birds  
and  
Stay & Play  
Provision**



## Welcome to our Wraparound Care

We provide a quality pre and after school care for the children of Brabyns Preparatory School. Our wraparound service is flexible and is designed to meet your needs as a busy parent, providing a consistent and quality childcare service.

### Our Aim

To provide your child with a positive care and play experience in caring surroundings and also ensuring your peace of mind by knowing that your most precious belonging is being cared for in a safe, reliable and fun environment.

### Our Team

All our staff know the importance of meeting the individual needs of every child. All staff are vetted and have to successfully complete appropriate medical and safeguarding checks and we ensure there is a good ratio of staff to children. See the guide on the back page for the list of staff.

If you need to contact them please see the staff when you collect / drop off your child.

Alternatively you can phone them on the School phone number, 0161 427 2395 or email [wraparound@brabynsprepSchool.co.uk](mailto:wraparound@brabynsprepSchool.co.uk).

### Activities

Children enjoy coming to our Wraparound Care because our experienced staff listen to them, talk to them and watch to see what they enjoy doing best. This means that when the children and staff plan what they want to do, they create a programme together that is fun for everyone.

The children can enjoy a range of activities such as: games, cooking, arts and crafts, outdoor play, reading, construction (Lego, building blocks etc) small world play (train set, dolls house etc), imaginative play (puppet theatre, dressing up etc), IWB, iPad and DVD time. The children also have the opportunity to do their homework if they/you so wish.

Early Birds aims to provide a calm start to the School day. The children often help to set the table and good manners are encouraged whilst eating. Some activities we offer in the morning are: art and craft, small construction toys, small world play, jigsaws etc. We may also have a DVD or the radio on.

### Food & Drink Provision

Brabyns Wraparound Care aims to promote healthy eating and the food we offer reflects this, whilst recognising some children have particular likes/dislikes. Drinking water is available at all times.

In Early Birds the children will be offered a drink of milk, water or fresh fruit juice and a breakfast, eg toast with various toppings, cereal, fruit or crumpets. We believe that breakfast is the most important meal of the day and encourage all of the children to eat something whilst they are with us.

In Stay & Play the children will be offered snacks such as sandwiches, jacket potatoes, fruit and vegetable sticks. This is normally served at just after 4pm. Children who attend Stay & Play late having been at a Club will have their snack when they arrive.



## Booking & Payment

In line with Ofsted Guidelines, children need to be pre-booked in for both Early Birds and Stay & Play. If you know that you require the same session/s each week, then there is a regular booking form. Alternatively, a weekly booking form may be completed. We allocate places on a first-come-first-served basis and have to limit the amount of children we can accommodate, as per Ofsted Guidelines. All children must complete a separate registration forms.

Emergency bookings may be taken at short notice if space allows. Children must be signed out of Stay & Play by a designated person, that we have been notified has permission to do so. Payment for children attending our Wraparound Care will be invoiced direct by the School Office.

## Opening Hours

### Early Birds

7:45–8:40am, Monday to Friday (Term time only)

At around 8:35am children from Reception-Year 6 are escorted onto the playground. This is supervised by the teacher on duty. Nursery children stay in the room and are looked after as part of the start to their normal day.

### Stay & Play

3:30–6pm, Monday to Friday (Term time only)

## Cost

### Early Birds

7:45am-8:40 am ~ including breakfast £3.90 per session

### Stay & Play

3:30pm-6pm ~ including snack

**Rate 1** - end of School leaving before 4:30pm £4.95

**Rate 2** - end of School leaving between 4:30pm & 5:30pm £9.90

**Rate 3** - end of School leaving between 5:30pm & 6pm £12.40

A £14 charge (per half-hour) is made for any child collected after 6pm.

Please note children attending after a School Club / Match are charged from the time they arrive at the Club.







## Wraparound Contact Number

The main School Office is open from 8am – 5pm every day (0161 427 2395). After this time the School phone should automatically divert to answerphone and messages may not be answered until the morning. **If you wish to speak to Early Birds or Stay & Play outside office hours, please call the designated wraparound number: 07840 409 821.**

Email: [wraparound@brabynsprepschool.co.uk](mailto:wraparound@brabynsprepschool.co.uk).



## Staff Guide

	<p><b>Miss C Sutton</b> <i>Early Years Degree &amp; EYPS Status</i> Early Birds and Stay &amp; Play Leader</p>		<p><b>Miss Wright</b> <i>Level 3 Teaching Assistant</i> <i>BTEC in Childcare</i> Early Birds and Stay &amp; Play Assistant</p>
	<p><b>Mrs Greenwood</b> <i>BA Hons English with Drama.</i> <i>Early Years PGCE with QTS.</i> Early Birds and Stay &amp; Play Assistant</p>		<p><b>Miss Rachel</b> <i>BA Hons Human</i> <i>Geography.</i> <i>PGCE with QTS</i></p>
	<p><b>Miss Logan</b> <i>Grade A Childcare &amp; Education Diploma.</i> Early Birds Assistant and Stay &amp; Play Leader</p>		<p><b>Mr Sanders</b> <i>Headteacher</i></p>

## Child / Adult Ratios

- **2 - 3 years**  
*1 adult to 4 children*
- **4 - 8 years**  
*1 adult to 6 children*
- **9 – 11 years**  
*1 adult to 8 children*