



Leintwardine Endowed C.E. Primary School

RISE and SHINE (wrap around care) Policy

Our School Ethos:

Whilst truly embedding ourselves in the heart of the church and surrounding community, we provide outstanding learning opportunities for all our children and their families.

Our aim is for each child to:-

*Achieve their potential
Become independent
Connect with their Community
Develop Resilience*

Aims

To support parents by providing breakfast and after school childcare from 8am – 9am and from 3.30pm – 4.30pm.

To provide educational and recreational activities in a safe and friendly environment.

Sessions will be child led with children able to complete homework activities or take part in activities in a home from home environment.

Information

- RISE and SHINE will be led by an appointed supervisor, all staff will have received safeguarding training.
- RISE and SHINE operates for children attending Leintwardine School between 3 and 11 years only 3 year olds must be toilet trained.
- The same Christian values that inform our relationships and choices throughout the day apply to RISE and SHINE at all times.
- The club will provide a healthy breakfast or snack during each session.
- The club will comply with environmental health food safety standards.
- Children will not be allowed to leave the club to play outside unsupervised.
- All children are expected to behave well, show respect, be polite, look after equipment and resources and to be courteous to staff and to each other. Failure to do these things could result in children not being allowed to attend.
- Parents and carers will be given one months notice of any change in fees.
- Places should be booked at the school office, by phone 01547540641 admin@leintwardine.hereford.sch.uk or by Scopay once set up.
- Fees should be paid online using Scopay online payment method. The school reserves the right to suspend attendance if fees are not paid promptly.
- Booked places will be charged at the usual rate unless notice is given to the office 48 hours in advance of the cancelled session.
- Children must be collected promptly at the agreed time, a late fee will be applied for late collection of £5.00 for anything up to the first 20 minutes. If collection is more than 20 minutes late this increases to £10.00 for each 30 minutes thereafter.
- Children attending SHINE after school will be escorted to club and a register will be taken.

Times and Fees

RISE

8am – 9am £4.00 including breakfast

SHINE

3.30pm – 4.30pm £4.00 including snack

Regular Bookings

Regular bookings in advance are advised to secure a place. However we are happy to offer places on an adhoc basis as long as spaces are available and payment is received.

Cancellations

Cancellations must be made 48 hours in advance.

Please note that sessions will only run if there is enough interest. The school will give pupils with regular bookings 4 weeks notice if there is not enough interest to run.