



# Welcome!

## Your Breakfast and After School Club

Thank you for choosing to use our PAWS Xtra service. Operated by the school, the clubs were set up to provide outstanding childcare in a safe, fun, nurturing environment. We strive to provide activities and games in line with our ethos of delivering 'boredom busting brilliance' every day so that you can leave your children in our care, safe in the knowledge that our provision is of the highest standards. Our commitment to you:

**Xtra Flexible-** Our breakfast and after school clubs provide wrap around provision and quality childcare before and after school.

**Xtra Peace of Mind-** The highest levels of care and safety from our experienced, DBS checked staff mean that you can rest assured that you are leaving your children in a safe, welcoming and nurturing environment.

**Xtra Reliability-** Guaranteed childcare each morning and afternoon that the school is open with additional holiday provision on select dates during the year.

**Xtra Value-** We aim to keep our session prices as affordable as possible and our prices represent excellent value while providing high quality activity sessions.

**Xtra Fun-** Our club motto is to provide 'boredom busting brilliance' and every session is planned to provide a huge range of exciting and action packed activities to suit the children's likes and needs and to support the school's ethos of allowing children to experience life in all its fullness.

And we'll always go the **Xtra Mile**. We are passionate about offering outstanding childcare in our fantastic school setting. Our clubs are one big family and our staff work to ensure that every child can play and explore in a safe, welcoming and smile filled environment.

Please take the time to read the information in this pack carefully, and keep for your records. If you require any further assistance, please don't hesitate to contact us at [pawsxtra@pevenseschool.org.uk](mailto:pawsxtra@pevenseschool.org.uk) or call the school office on 01323 762269.

We look forward to seeing you soon!





# Xtra Early

## Your Breakfast Club

Our popular Breakfast Club provides excellent childcare and a huge variety of early morning activities to ensure children start their day the right way.

Breakfast Club opens each school morning from 7.30am and is based in the school hall, which is accessible on foot via the staff car park. On arrival, please ring the doorbell and a member of staff will greet you and sign children in.

The club offers two sessions: the first is from 7.30am and includes a full, healthy breakfast menu with a range of freshly prepared hot and cold options. The second session runs from 8am until the start of the school day (those arriving earlier than 8am will be charged for a full session). Please note that breakfast is served to those arriving for the 7.30am session and children will need to have breakfast at home if arriving later than 7.45am.

The children are guaranteed a warm welcome each morning and a wide selection of engaging activities, all carried out in a safe and nurturing environment. At PAWS Xtra, we follow the school's motto of setting out to be provide 'life in all its fullness', and mornings are thoroughly planned to give the children the opportunities to have fun, interact with friends and learn something new. The children are encouraged to take ownership of their club by helping plan activities and the children can choose from a vast variety of options from sport and den building to cooking and art and craft meaning there is always something new to try out.

At the end of the session, children are led to class to begin their school day.

All members of our PAWS Xtra team are given training and have full DBS checks, food hygiene training and relevant qualifications.

The cost of Breakfast Club is £ 5.00 for the full session and £4.00 from 8am.





# Xtra Late

## Your After School Club

The PAWS Xtra After School Club delivers an exciting addition to Pevensey and Westham CE School and offers outstanding childcare in a safe, welcoming and fun environment.

The club runs from the end of school each day, the assembly point being the school hall. Our ethos for our club is to deliver 'boredom busting brilliance' and we go all out to deliver fun and engaging afternoons that will excite and inspire the children. The children lead our planning, ensuring afternoons are tailored to their interests and every day is different with themed weeks offering the chance to play through exploration, make new friends or just relax at the end of a busy school day.

We offer a large variety of choices for the children each afternoon ranging from sport and team games to craft, study support, construction and cooking. A healthy snack is provided and offers the children the chance to refuel.

Our friendly and enthusiastic staff ensure the highest levels of care and safeguarding so you can rest assured that children will be both safe and happy during their time at the club.

Our club runs until 6pm each afternoon. Children can be collected from 4.30pm and collection is via the school hall doors, accessible on foot via the staff car park. Please use the door bell on arrival and staff will sign children out and handover at the hall doors. .

The cost of our late club, including materials and snack, is just £11.50 per session.





# Xtra Info

Please read carefully

## How do I book?

All bookings and payments are made using Arbor.

Bookings can be made, subject to availability, 1 day before the requested session. All payments must be made in advance. We are not able to take bookings with less than a days notice due to the need to respect staff to pupil ratios, but please speak to us first in the case of exceptional circumstances or emergencies.

Please contact us or visit the school office for any help or assistance on using this booking system.

## How do I pay?

### Costs:

**Breakfast Club** £5.00 from 7.30 am and £4.00 from 8am.

**After School Club** £11.50 per session.

Payment **must** be made in advance of sessions and using Arbor. We do accept Childcare Vouchers (please speak to us about providers).

## What if I don't need a session?

If your child is going to be absent for a booked session, please email [pawsxtra@pevenseschool.org.uk](mailto:pawsxtra@pevenseschool.org.uk). We regret that we will be unable to refund or credit money for missed bookings due to non-attendance or absence.

Please see our terms and conditions for full details.

## What will my child be eating?

### Breakfast Club

A wide selection of healthy breakfast options will be available to the children each morning. Children have the option of a range of cereals, toast with a selection of spreads, fresh fruit, yoghurt and juice. Special dietary requirements are accommodated by request and prior notification with the club.

**Please note that breakfast will be served on arrival and children will need to eat at home if arriving after 7.45am.**

### After School Club

After a hard working day at school, we ensure the children have a variety of healthy snacks to keep them going through the afternoon. Healthy snacks from home are permitted (no nuts, please). Please speak to the club co-ordinator regarding special requirements.





### **When does the club operate?**

PAWS Xtra will run term time only excluding INSET days. In the event of the school closing (for example due to adverse weather conditions) then the Xtra Clubs will also not run on these occasions. If there is any change in our service for any other reason we will let you know at the earliest possible notice.

### **What will my child be doing?**

Our clubs pride themselves on offering an outstanding range of activities with a difference, and always in line with our ethos of delivering *boredom busting brilliance*. Each afternoon will have a different variety of activities that can include crafts, cooking, team games and sports. Make sure to keep an eye on our club page on Class Dojo where we'll keep you up to date with our latest adventures!

### **How do I drop off and collect?**

Please note that the children must be dropped off by an adult directly to the hall door for Breakfast Club where staff will sign the children in. The school building will be closed in the morning and access is by foot via the path around the staff car park.

Collection can be made from after school club from 4.30pm, via the hall doors, please ring the doorbell. Please ensure you inform the club or school office if children will not be attending After School Club as it is vital that we account for all children booked in promptly at the start of sessions.

**Please note that in cases of late collection, past 6pm, the club will issue a late collection fee to cover the additional costs incurred.**

**For safety reasons no cars are permitted to drive up the school drive to drop-off or collect children.**

### **How do I get in contact?**

For more information about the club, please visit the school website or contact us at [pawsxtra@pevenseschool.org.uk](mailto:pawsxtra@pevenseschool.org.uk). You can also call the school office on 01323 762269 (8.30am-4.30pm).