



# Information Pack

Thank you for your interest in Mini Marvels Childcare - providing after school care for children of Holy Family School - from Foundation up to Year 6.

I hope you find this information pack useful and if you have any further questions please do not hesitate to contact Claire on 07565 540589 or email [minimarvelschildcare@hotmail.com](mailto:minimarvelschildcare@hotmail.com).



### How will children be collected from school?

Children will be collected from school at 3:10pm daily (in term time) from the relevant gate. We will liaise closely with the school in regards to the children we are collecting and the most appropriate order to do so. A minimum of two members of staff will be there to collect the children, increasing as required. Once all children have been met and marked off our register, we will begin the walk back to the Rugby Club. We have hi viz jackets/sashes for children to wear, umbrellas for children to use if needed, a wagon for any extra bags (i.e. PE bags) and the option of bringing welly boots.



Our route will take us through the Allectus Way estate to avoid as many roads as possible and using the public right of way on Blunts Hall Lane to access the club. This is a route used by many families walking to and from school.

At this moment in time, as we are walking, we will not be able to offer regular pick ups from any clubs. Should there be a whole-school event such as a disco, we will reflect on how many children will be attending and where possible, offer the later pick up (but this is not guaranteed). However, a full session must be paid for.

### What about staff?

The club is run by myself - Claire - and I have almost 20 years' experience working with children and I am Level 3 qualified in childcare. I am also a Level 3 Designated Person for Safeguarding and a Paediatric First Aider. I will be supported by an amazing team who also hold childcare and safeguarding qualifications and there are other First Aiders in the team too. All staff - including myself - are registered on the DBS Update Service.

### Will there be food and drink available?

Yes - we have lots of food options available including bread/toast, pancakes, crumpets, fruit, crisps, biscuits etc. Some days we will have option of pizza but otherwise we are not able to provide cooked meals due to no kitchen access. Drinks of water and squash are available throughout the session.



### How much will it cost and how do I pay?

Sessions are priced as follows for all aged children:

- To 5pm: £11.50
- To 6pm: £16.50

We are not able to offer pick up later than 6pm and ask that children are collected on time as we have to clear down and vacate the premises for other users.

Invoices will be emailed monthly and will be due on the 1<sup>st</sup> of the month in advance. Sessions are only payable that fall in the Holy Family Term Time dates.

Families are able to pay via the Tax-Free Childcare scheme - we are listed under 'Mini Marvels Nursery' as we have a joint Ofsted Registration number (EY481921) and fees are then separated internally for the after school care. Siblings are offered a 10% discount (on days where both/all attend).

### How do I register my child and what will they need to bring?

To secure a place for your child, a completed registration pack must be returned. This includes a permission form to Holy Family which must be sent in to the school confirming which days your child will be collected by us. Once we have a completed registration pack, Policies will be emailed out and a start date confirmed. An invoice will then be sent out. If your child has any dietary, allergy, medical, SEN or any other needs/requirements we may contact you further.

We ask that children have a pair of wellies in a bag (both named) that we can keep, and we will take to school on wet days for children to wear on the walk back. It is advised that children keep a spare set of clothes with us each term in case they need it.

You can also have the option of registering your child for ad-hoc care, where they do not attend on a set day but you can request a pick up on a day as long as we have adequate notice. Place is dependant on the space being available on the requested day.

### What activities will be offered?

Thanks to a grant from Essex CC, we have been able to invest in some amazing, brand new resources! We have board games, puzzles, remote control toys, a wide range of crafts and small world toys, TV, games console, ping pong, foosball table and much, much more! On top of that, we have a brand new large outside space which is secure and full of even more resources. Here are just a few photos:





Our garden is now filled with lots of resources!

If you would like to find out more or get in touch about registering your child, please contact me via the details on the first page.

Claire.