St. Giles' & St. George's Academy

Newcastle

Care Club Information

St Giles' and St George's Extended Provision

"Care Club" – Parent Information leaflet

The Care Club is managed by the Headteacher and Directors of St Giles' and St George's Academy. It falls under the same Ofsted regulations as the school and will be inspected in conjunction with the school. It is run by Miss Thacker, Miss Cordall, Miss Greatbatch, Miss Hodgson and Miss Simpson, committed members of the school staff who have the qualities and expertise required to make the club a success.

This leaflet gives parents information about the aims, terms and conditions of the club and specific details regarding its running.

Care Club will be open each morning and afternoon, Monday to Friday, throughout term time.

Care Club Breakfast Club opening times: 7:30am – 8:40am

Care Club After School Club opening times: 3:15pm – 5:45pm

Activities

Activities in Care Club are fun and engaging for children, there is always an element of child choice.
By the time the afternoon session starts, children will already have had a very busy day of learning and fun, so the emphasis for Care Club is to provide a relaxed atmosphere for this to continue into the early evening. Ofsted require evidence of planned activities that meet the children's needs and we echo this requirement. Children and parents will be involved in developing ideas for activities along with the staff.

There will be opportunities for children to work quietly e.g. completing homework or enjoying a good book, aswell as opportunities for more practical, hands on activities e.g. outdoor or creative activities. Children will be able to access IT equipment and the school library.

For those children accessing Care Club, who also wish to access the after school activity sessions traditionally led by school, places will be requested by parents and allocated by staff in the usual way. If allocated a place this would become the first activity they access, before going into the Care Club afterwards i.e. 4:00pm – 5:45pm.

Healthy Eating / Snacks

Breakfast will include toast or cereal, fruit and a drink, which is included in the price. Breakfast will be served from 7.30am to 8.15am.

A snack and a drink will be provided in the afternoon, which is included in the price. This will consist of a sandwich (or similar), a drink and a piece of fruit. It is important to note that it is only a snack and is not intended to replace mealtimes. Afternoon snack will be served at 4.30pm.

Fees

Fees from September 2025 are:-

		Regular Price
Before School only (with breakfast)	7:30am – 8:40am	£5.00
	8:00am – 8:40am	£3.50
After School only	3:15pm – 4:15pm	£3.50
After School only (with snack)	3:15pm – 5:45pm	£9.50
Whole day 2 sessions	7:30am – 8:40am 3:15pm – 5:45pm	£13.00

Parents must pay for session via Arbor

- Sessions must be paid for by the end of the week in which they are taken

Failure to pay fees on time may result in a late payment fee of £10 and can in result in termination of your place(s).

Late collection fees

Late collections (after 5:45pm on the Care Club clock) will result in a penalty charge. This will be a charge of £10.00 for every 10 minutes late. Charges will be added to the next fee payment.

Safeguarding / Security

The same stringent security procedures in place during the school day, will apply during Care Club opening times. Care Club (during term time) serves only pupils attending St Giles' and St George's C of E Academy. It is managed by the Deputy Headteacher and the Academy Director. St Giles' and St George's school staff will run the Care Club, with pupils Safeguarding and Health & Safety being a priority at all times.

Supervision of pupils outside of the Care Club opening times remains the responsibility of the parent. Pupils must be escorted to and from the building by their parent or other nominated person.

Children will only be allowed home with their parent or other nominated person (by prior arrangement with the staff). Where a parent does not arrive by 6:00pm and no reason is communicated for the late collection, a telephone call will be made to the parent. If the parent is non-contactable the emergency contact provided will be contacted. Where neither the parent nor the emergency contact can be reached, the Safeguarding Policy dictates that the First Response team are contacted, to ensure that safe provision is made for the pupil.

The staff car park will be accessible between 7:30am and 8:15am, and again between 4:30pm and 5:45pm, for parents to drop off and pick up their child/ren. Parents dropping off or collecting outside of these times must adhere to the normal parking restrictions.