



Charmouth Primary School

Coral Wraparound Care Terms and Conditions

Welcome

After a busy school day, children from Nursery to Year 6 are invited to join us for fun, relaxation, and time with friends. (Nursery children attend until 4:30pm.)

We understand that as parents/carers, you want the reassurance that your child is in a safe and nurturing environment. We strive to provide just that, while also encouraging children to reflect the school's values and follow its behaviour expectations.

Our sessions include both adult-led and free playtime, offering a wide range of activities such as arts and crafts, baking, games and more. We also promote physical activity through sports and outdoor play.

Breakfast (if attending the 7.30am-8.45am session) and a healthy snack are provided during each after school session. If your child has any specific dietary needs or preferences, please let us know in advance.

Staff

Coral Lead – Mrs Kerry Snellgrove

Coral Assistants – Miss Torie Perry and Mrs Isabel McVey

Our staff are also teaching assistants at the school and know the children well. All our staff have significant experience of working with children and undertaking professional development training.

All staff members are DBS checked.

At least one trained First Aider and Safeguarding Officer will be available at all times.

Attendance

Coral Wraparound Care is open to children from Nursery to Year 6. (Note: Nursery children may attend only until 4:30pm.)

Registration

Parents/carers must complete the registration form prior to booking. Please ensure the form is updated if any details change.

A register is taken at each session, linked directly to the payment system.





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We require a minimum of two emergency contacts on file before bookings can be processed.

Charges

Breakfast

7.30am – 8.45am £5

8.30am – 8.45am £2.50

After School

3.25pm-4.30pm £5

3.25pm-6.00pm £10

Bookings

Bookings can be made up to 24 hours in advance by emailing CMACoral@firstfederation.org.uk or calling the main school office at 01297 560591.

We may accept bookings within 24 hours, but availability cannot be guaranteed. Please call the school office to confirm.

Email bookings will be confirmed only once you receive a confirmation email confirming your child's place.

Payments must be made via ParentPay, where charges will be uploaded once the session is confirmed.

Childcare vouchers can be used. Please contact the school office before making a booking.

Collection

Children must be collected by the adult listed on the registration form. If someone else will be collecting your child, please inform staff in advance.

Children should be picked up on or before the scheduled collection time. A £10 late fee will apply for any late pickups, with an additional £10 for every 15-minute increment. This fee must be paid before future bookings are accepted.

If you are running late, please contact Coral WAC on 01297 560591.

Cancellations

Only staff can process cancellations.





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If a session is no longer needed, we require at least 24 hours' notice via email to CMACoral@firstfederation.org.uk. Failure to do so will result in the full payment being due, even if the child is ill.

Cancellations will result in a credit on ParentPay, which can be used for future bookings.

Accidents and Illness

There will always be at least one trained first aider present at each session.

In the event of an accident or illness requiring further attention, we will contact parents to arrange for collection.

Medication can only be administered if prescribed by a doctor. A medication administration form must be completed, available from the school offices.

Breakfast and Snacks

Breakfast or a snack will be made available to all children attending the respective sessions (7.30am-8.45am for breakfast club only).

Please note that the after-school snack is not designed to replace an evening meal.

Please make sure staff are aware of any dietary requirements on the registration form.

Special Education Needs

We aim to ensure that our wraparound care is open to all children attending our school.

If you have any concerns regarding your child attending the wraparound care, please speak with the school office.

If your child is entitled to one-to-one support, please speak to your keyworker in the 0-25 team to apply for funding which may be able to provide additional support at the club.

Behaviour

Coral Wraparound Care follows the same behaviour policy as the school to ensure consistency and a positive environment for all children. We expect all children to adhere to the same standards of conduct while attending the club.

If a child's behaviour becomes a significant concern and does not improve, despite appropriate interventions, we reserve the right to withdraw their place at the club in order to maintain a safe and supportive setting for all participants.



