



Bramley Sunnyside Infant School

Wraparound Care Provision

**Parent/Carer Prospectus
2025-2026**

Together we SHINE brighter!

Contents Page:

- Introduction to Wraparound Care Provision
- Our Expectations
- Wraparound Care Booking & Fees
- Staff
- School Policies
- Facilities
- Accidents & Incidents
- Pupil Sickness & Medicines
- Food & Nutrition
- Access for Collecting Children
- Activities Available
- Inclusive Practice
- Raising any Concerns
- Important Documentation

Introduction

At Bramley Sunnyside Infant School, we understand the importance of flexibility for working parents while providing a safe, nurturing, and engaging environment for children. Our **Wraparound Care Program** ensures that your child is cared for, encouraged, and supported beyond the regular school day.

School Aims

Our aim is to provide high-quality, affordable care that complements the school's ethos by fostering a sense of belonging, developing essential life skills, and offering enriching activities.

Our provision, policies and carefully planned delivery model for wraparound provision; are all based around developing your child's:

- **Love**
- **Respect**
- **Perseverance**
- **Challenge**
- **Teamwork**
- **Independence**

Our wraparound provision design ensures to provide opportunities where you child can **SHINE**.

Our Expectations

We are proud that we have attractive and spacious learning environments, with multiple spaces to use. We expect it to be maintained and respected by the whole school community. We aim to encourage a friendly, caring atmosphere with a high level of cooperation, so that everyone has an opportunity to enjoy school life. The school reserves the right to refuse children's attendance at wraparound care provision where their behaviour is likely to affect the running of the provision and where behaviour in school is a significant cause for concern. Parents/carers will be given written notice if their child's behaviour is a cause of concern and their place at the wraparound provision might be withdrawn.

Wraparound Care Booking & Fees

The school is committed to providing affordable childcare and activities. We endeavour to keep our fees at the lowest possible level to provide and maintain a high-quality service. As the after school provision will be based in the school, many of the costs are already covered. However, fees are charged to cover the cost of staffing, equipment and materials, cleaning, catering, resource and administrative support. As well as extended time for caretaking and energy. There are no subsidies for Tea Time Club.

Parents must complete a Wraparound Care Contract in order for their child to attend our Wraparound Care Service. Sessions must be booked and paid for in advance of attendance as per our terms and conditions outlined in the wraparound school care contract. Wrap around provision is available for children in FS2-Y2, in the first instance.

Staff

All staff working for this provision are employees of the school and have experience of working with children. The wraparound team participate in on-going training to ensure that best practices are implemented at all times. Children attending any extra-curricular clubs run at the end of the school day will be brought to the Wraparound Team by the member of staff running the extra-curricular club.

Contact with the Staff Team

Should you wish to make an enquiry or leave a message regarding after school wraparound, staff can be contacted in a number of ways:

School office contact number: **01709 543061**

School email address: enquiries@bsi.school

School Policies

All relevant school policies apply to our Wraparound Care facilities. These include policies relating to the health and well-being of children, i.e. Safeguarding, Equality, Behaviour Management, Whole School Food Policy, First Aid, Food and Hygiene, Adminstrating Medicines, Data Protection, Parent Code of Conduct, Complaints and Health and Safety. The school's policies are available on our school website or on request. Bramley Sunnyside Infant School's afterschool wraparound care provision will follow the school's child protection procedures. **Staff are legally obliged to report any concerns to the relevant authorities.**

Facilities

After school wraparound provision takes place in the school's community room, classrooms and school hall, with access to other parts of the school for specific activities e.g outdoor play and sport provision which will be organised and supervised on the school playground, school field and school allotment area.

Accidents & Incidents

In line with the school's procedures, any accidents or incidents involving your child will be recorded using the school's accident slips. You will be notified of the accident/incident either by telephone call or face to face. There are qualified first aiders in the wraparound team at all times.

Pupil Sickness & Medicines

In order to reduce the spread of illness and infection we request that you do not bring your child to after school provision if they are unwell. Should your child become unwell whilst attending this provision, then a member of staff will contact you. You will only be requested to collect your child if deemed necessary.

There are occasions where children may need to be given medication in school. In these cases, we are able to supply medication **ONLY IF** it is prescribed by a doctor and has clearly labelled names, dosage and instructions on the medication and when there is written advice for this to be taken 4 times a day. You must complete a Consent Form and drop the medicine in at Main Reception. These arrangements are in line with the DfE government guidance.

No other medicines will be supplied to children in school. Inhalers must stay in the child's classroom at all times and be kept up to-date by parents. Please ensure that the school is aware of any food allergies your child may have. If they require an Epi-pen, one will need to be kept in school at all times and must be in date.

Food & Nutrition

All children attending the after school provision dine together in the school's hall or community room. The cost of a nutritious tea for your child is included in our fees. Our provision offers a wide selection of meals which have been designed and planned to encourage healthy eating. All meals are prepared and cooked on site by a qualified member of staff or by children with supervision. Children are encouraged to be involved in the ritual of 'tea time' by taking orders, preparing food, laying tables, serving food and clearing/washing up afterwards.

It is your responsibility to notify the school if your child has any special dietary requirements or allergies. This must be clearly added to your application form. As per the school's policy for allergies and food intolerances; a meeting with the wraparound cook will need to be completed before any meals can be offered to your child.

A menu will be available on the school's website and hard copies from Main Reception.

Access for Collecting Children

Parents/carers wishing to collect children from the after-school provision up to 4.30pm will need to collect their children from the Main Reception. Any collections from 4.30pm – 5.30pm will need to be from the Wraparound / Community Room doors (where Breakfast Club currently runs from) as reception will then be closed. Times of collection need to be arranged in advance.

Activities Available

Bramley Sunnyside Infant School has developed a quality bank of resources which has been funded by the DfE's Wraparound Programme Set-up Grant to engage all pupils of working parents ranging from **Foundation 2 to Year 2.**

Indoor activities may include:

Construction toys, colouring, crafts, sewing, board games, jigsaw puzzles, problem solving, puzzles, a range of small world set, table top snooker, air hockey and football. The children will also have access to iPads. Quiet cosy reading corners will also be available during this time.

Outdoor activities may include:

Tag games, football, basketball, den building, scooters, free play equipment and access to the large school play equipment. Other activities may include gardening and forest school.

Inclusive Practice

At Bramley Sunnyside Infant School, we celebrate the unique abilities and talents of every child. We are committed to creating an inclusive environment where all children feel valued, supported, and empowered to achieve their potential. Our dedicated team works collaboratively with families to support their children to access our wraparound after school provision. Our staffing model includes Level 3-trained professionals, whose training is ongoing. We will not have the capacity to offer 1:1 support during wraparound provision.

Raising any Concerns

We understand that there may be occasions when you feel that you wish to raise a query or concern and even make a complaint. If you are unhappy with anything that happens during our wrap around care, please come in to discuss your concerns with the wrap around care staff or the Headteacher of the school. A copy of the school's complaints procedure can be found on the school website or requested from the School Office.

Important Documentation

There is a lot of information available to you as parents/carers; but it can be overwhelming when faced with it all at once. Our school website will host all key information and documentation. Please take the time to become familiar with this.

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