

# Woodlands Schools



## Wraparound Admissions Policy ~ Great Warley ~

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# **Wraparound Admissions Policy - GW**

## **Introduction**

Woodlands Schools' Wraparound care is non-selective, mixed ability, taking children from 3-11 years of age. It is situated in the dining room providing a safe and nurturing environment following the school day.

## **Aims and objectives**

To provide the successful implementation of the extended school day facility.

## **Application Procedure**

Wraparound is available to all children between the ages of 3 and 11 years. Parents may apply for a place in Wraparound for their child by emailing [wraparoundGW@woodlandsschools.co.uk](mailto:wraparoundGW@woodlandsschools.co.uk) giving advanced notice where possible of a place being required and whether tea will be needed, preferably by 9:30am. There will be the option for your child to attend Wraparound straight from school at 3:30pm for Kindergarten and 3:45pm for Reception to Year 6. Tea is provided at 4:45pm. Children can be collected at any time.

The School understands that there may be times when parents are running late to collect their child/children. Children who are not collected on time at the end of the school day will automatically be put into Wraparound, for which there will be a charge.

Collection from Wraparound is required by 5:45 p.m. each evening, Monday to Friday. If your child/children are not collected, we reserve the right to charge a late fee. Continual lateness with regard to collection will need to be reviewed and the School may be required to reconsider a child's place within the Wraparound facility.

Parents are also required to sign their child out at the end of the session and charges will be made to the nearest half hour.

If your child is to be collected by anyone other than the main carer a password must be used.

Charges for Wraparound will be made, in arrears, via a request for payment each term.

## **Review**

This policy will be reviewed annually in the light of any changed circumstances in Wraparound.