

After-School Club FAQ's



MOOS operates in term time.

Monday to Thursday 3.30pm – 6pm

How much will it cost?

The daily fees from April 2024:

£3.50	until 4pm
£8.00	until 5pm
£11.50	until 6pm

Late collection charges are £16.50 between 6-6.15pm and £26.50 if later than 6:15pm as we cannot legally remain open after this time.

Cancellation policy

It is very important that you let us know if your child will not be attending a booked session so that we know not to expect them. It is not the responsibility of the school to pass on this information. If a child does not turn up we will always contact parents/carers to ensure the child is safe and this means us having to leaving the other children to do so.

Invoicing

Invoices are sent in arrears at the end of each half term. Attendance schedule must be booked at the beginning of each half term and will be charged regardless of non-attendance. Parents are able to add sessions or extend pick up times as required which will be charged for as booked for that occasion only. Parents have an opportunity to change their attendance schedule at the beginning of every half term.

How many children will be included and what age range?

The maximum number of children is decided by the setting. At present we feel a maximum of 65 children per session is a safe and manageable number for the space available.

We cater for children in years 3-6. There is an out of school provision for younger primary school aged children which is run by the primary school.

We are not able to take playgroup children as the staffing ratio required would vastly increase the hourly fees.

How many staff?

Government requirements state a ratio of 1:30 for children over the age of 5 but we work to much higher staff ratios to ensure the needs of all the children are met to the highest possible standard.

Would you collect my child from his/her class at 3.30pm?

KS2 pupils usually make their own way to MOOS but if you are worried about this please do not hesitate to contact us moos@melbournplaygroup.org.uk

What if my child is attending an after-school activity, such as football/netball? And do I need to pay?

Children walk over to MOOS once the activity is complete. The daily fees would need to be paid, as we would be responsible for your child whilst they attend the activity, and would act as, "Loco Parentis" if they should have an illness or injury. Also, if the activity was cancelled last minute for any reason, we would care for your child from 3.30pm.

What will you provide to eat and drink?

We ask that you provide a small snack for your child if they would like one, such as a piece of fruit, cereal bar.

What sort of activities will be provided?

The children will have access to toys, crafts, water/sand play, books, ICT and many age-related toys, games and activities. We extend the crafts depending on the time of year, i.e. Easter or Christmas.

The children will have use of both indoor and outdoor space, and in good weather, we use the field for organised games, rounders etc.

Children are welcome to do homework if they wish.

What if I am late collecting my child?

We accept that there will be occasions when parents are inadvertently held up. We would expect to be advised by telephone if there is to be a delay.

However, if a parent is regularly late, we reserve the right to charge the maximum fee.

Parents will obviously appreciate that it is also very upsetting for a child to be left waiting, whilst all others have been collected.

Can I use the After-school club on an occasional or emergency basis?

Yes, but this will be **subject to availability** at all times and only if we have a registration form for that child. We limit ad hoc bookings to 4 per half term in the absence of a regular attendance schedule.

How do I register my child for the After-school Club?

You will be provided with a registration pack. You need to fill this in and return it to us.

Can I claim any financial help with the fees?

You may be eligible to Childcare Tax Credits. To find out more about these, telephone 0845 300 3900.

Can I pay through my employers voucher scheme?

Yes, we currently take payments through various schemes and can register with other agencies if required.