



Welcome to R.B Kids  
Club

Parent Handbook

# Mission Statement

R.B Kids Club aims to provide high quality childcare within a warm and welcoming environment. The individuality of each child in our care will be respected and nurtured.

## **Aims and objectives**

R.B Kids Club aims to:

- ❖ Offer an inclusive service, accessible to all children in the Ralph Butterfield Primary School community when they wish to access our service.
- ❖ Ensure each child feels happy, safe and secure, allowing them to learn and develop freely in a play centred environment
- ❖ Encourage children to take responsibility for themselves and their actions
- ❖ Encourage children to develop positive attitudes and respect for themselves and others, in an environment free from bullying and discrimination
- ❖ Provide a wide range of resources and equipment which can be used under safe and supervised conditions
- ❖ Offer a programme of activities which meets the needs of each child, promoting their physical, intellectual, emotional and social development, enabling them to become confident, independent and co-operative individuals
- ❖ Work in partnership with parents to provide high quality play and care
- ❖ Review and evaluate our services to ensure that we continue to meet the needs of children in our care and those of their parents or carers
- ❖ Communicate effectively with parents and carers, and to discuss experiences, progress and any difficulties that may arise
- ❖ Employ experienced, well trained staff and offer them appropriate support
- ❖ Comply with the Children's Act 1989, the Childcare Act 2006, and all other relevant legislation
- ❖ Work in partnership with Ralph Butterfield Primary School and the City of York Council

# When can I go to R.B Kids?

## Early Bird Club

Our morning club runs from **7:45** am and children can be dropped off at this time. We have colouring sheets, games, the WII, IPADS and games to play for a nice relaxed start before school. **We don't** provide breakfast but you are free to bring a (NUT FREE) snack. Children are then accompanied by Kids Club staff to their classroom ready for the start of the school day.

## After School Club

After School Club starts at 3:25pm. Each class teacher has a copy of the register so they know which children are attending. Children are collected from each class by a member of staff and taken to Kids Club. At Kids Club children have access to water through the session and a snack is provided. If you would like your child to have a pack up then we can store these in a fridge.

Children can relax on the WII, play games, take part in craft activities or play outside. Physical activity is always available at After School Club if the weather is too bad then we use the hall.

## Training Day

R.B Kids Club doesn't run a holiday provision (we can sign post to other settings) however we do open **8am-6pm** on the five Teacher Training Days though out the Academic Year. Children are able to bring their own scooter or bike to use on the playground. Children are just required to bring a packed lunch. They can also come in their normal clothes.

# Cost of Sessions

	Early Bird Club (Breakfast not provided)	After School Club		Training Days
Opening times	7:45am – 8:45am (until start of the school day)	3:20pm – 6:00pm (from end of the school day)		8:00am – 6:00pm
Cost	£3 per child	<u>Half Session</u> 3:20pm - 4:30pm £7 (£6 Sibling rate)	<u>Full Session</u> 3:20pm - 6:00pm £8 (£7 Sibling rate)	£21 per child (Booked in advance)

## Booking Sessions

All sessions can be booked via the [r.bkids@hotmail.co.uk](mailto:r.bkids@hotmail.co.uk). Please note that bookings should be made as early as possible but no later than 8:30am on the day required.

## Cancelling Sessions

All sessions must be cancelled via the [r.bkids@hotmail.co.uk](mailto:r.bkids@hotmail.co.uk). Please note that bookings cancelled due to illness will not be charged. Sessions not cancelled 24 hours before to avoid charge.

## Paying for sessions

All sessions can be paid, weekly, monthly or half termly at the start of the term. You will be guided as to your cost and how to pay on your booking confirmation.

# How do I get into Kids Club?

## Where is Kids Club?

Kids Club shares the room with Haxby Playgroups (Rising Fives) that you may have used before attending Ralph Butterfield. Reception children are really lucky as their classrooms are next door to Kids Club so you don't have far to walk.



1. Access the car park down the drive here....

## Accessing Kids Club as a parent or carer?

We ask when dropping your children at Kids Club that you don't park in the staff car park but on the road. Follow the pictures as shown...



2. Once you have followed the wooden fence all the round, enter through the Reception outdoor classroom.



3. Press the buzzer and wait for a member of staff to let you in. Parents & Carers are asked to wait either just outside or just inside the door (if it's raining).

# Where does Kids Club take Place?

Kids Club takes place in our shared room (with Haxby Play Groups) and is next to the two reception classrooms.



We have toilets right outside Kids Club.



If the weather is nice we play on the field.



We use the hall to play games in winter.



We play on the playground After School session.



# Which Adults work in Kids Club



**Mr Simon Keaney - Coordinator**

I'm the Coordinator in charge of R.B Kids Club. You may not see me in sessions but I make sure your parents can get you booked in for sessions and do all the boring paper work. You will also see me in school as I'm a Teaching Assistant in Key Stage 2.



**Miss Nicola Gibson-Assistant  
Coordinator**

Nicola is the club's Assistant Coordinator and is in charge of managing the deployment of staff as well as making sure all children are safe and having fun. You will also see Nicola around school as Ms Gibson is a teaching Assistant in Key Stage 1.

# Which Adults work in Kids Club



## Miss Emily Addison Senior Play Worker

Emily is one of the club's Senior Play Workers. She works all week in our Early Bird Club and Monday and Tuesday in our After School Club. You will also see in school as she is one of the School's Catering Assistants and works in the kitchen.



## Miss Vicky Murray Senior Play worker

Vicky is one of the club's Senior Play Workers. She works Monday to Thursday in our After School Club. You will also see in school as she the School's Senior Midday Supervisor.



# Which Adults work in Kids Club



**Miss Francesca Afflick**  
**Play Worker**

Frankie is one of our Play Workers and works Wednesday, Thursday & Friday in our After School Club.



**Miss Erin Greenley**  
**Play Worker**

Erin is one of our Play every morning at Early Bird Club and Monday, Tuesday & Wednesday at After School Club.



**Miss Blossom Green**  
**Play Worker**

Blossom is one of our Playworkers and works After School (Monday, Wednesday & Friday).



**Mrs Hayley Turner**  
**Play Worker**

Hayley is one of our Play every morning at Early Bird Club and Monday, Tuesday & Wednesday at After School Club.

# What are some of the things I can do at Kids Club?

Play with friends

Play outside with footballs, skipping ropes and tennis rackets

Draw and be creative

Play Dodge ball & Billy in the Dark

Play games

Chill & relax after a hard day at school

We can't wait for you to join.