



Guide to Wraparound Whitehouse Primary School

Everything you need to know
about wraparound at
Whitehouse Primary School



Whitehouse Primary School Breakfast & Teatime Club

Key Information: September 2025 – August 2026



Our Wraparound Clubs are:

Safe, fun, and familiar care for children in **EYFS to Year 6**

- ✓ Staffed by trusted school staff
 - ✓ Offering time to relax, play, and make friends
 - ✓ Supporting working families with before and after school childcare
-

✨ Our Aims

- Safe and supportive before/after school care
 - Time for play and social interaction
 - Breakfast (AM) & a snack tea (PM) included
 - Supporting working families' schedules
-

📍 Location

The Wraparound Room (Access via **EYFS playground door**)

🕒 Wraparound Club Times & Costs

Breakfast Club

🕒 7:30am – 8:45am — £5.00

🍴 Breakfast served until 8:20am


Teatime Club

🕒 3:15pm – 4:30pm — £6.00

🕒 3:15pm – 5:30pm — £10.00

🍴 Snack tea served at 4:30pm for full-session children

Bookings & Payments


- Book via **Arbor App** (at least 24 hrs in advance)
 - **Late bookings** (after 8am on the same day for Teatime club only (+£2.50)
 Email **Lucy Yellow**: lyellow@whitehouseprimaryschool.org.uk
 - **No same-day** bookings for Breakfast Club
 - Pay via app, childcare vouchers, Tax-Free Childcare, Universal Credit, or student support
-

Drop-Off & Pick-Up

Breakfast Club

- Drop-off from 7:30am (no earlier)
- Sign your child in
- Staff take children to class

Teatime Club

- Children collected from class
- Must be signed out by an authorised adult (16+)
-  Snack tea only for children booked until 5:30pm

 Late pickup = £5 fee; repeated lateness may result in withdrawal

Club Staff

Breakfast Leaders: Claire Smith, Liz Needham

Teatime Leaders: Amy Denham, Donna Duley

Bookings/Payments: Lucy Yellow, Melanie Wright

 **Enquiries:** Lucy Yellow — 01642 678212

 lyellow@whitehouseprimaryschool.org.uk

Safety & Wellbeing

- All staff are **DBS checked & First Aid trained**
- Follows school's **safeguarding & behaviour policies**
- **No valuables** to be brought into clubs
- Fire drills & school evacuation procedures in place

Illness & Medication

- Children who are ill must **not attend**
 - 48-hour rule for vomiting related illness
 - Parents contacted if child becomes unwell
 - First aid is logged; parents are informed
-

Changes & Cancellations

- Cancel/change bookings **24 hrs in advance** = no charge
 - Missed sessions (e.g., illness) are still charged
-

Behaviour & Expectations

Children should:

- ✓ Follow school values (respect, kindness, honesty)
- ✓ Tell staff if worried

Parents/Carers should:

- ✓ Treat staff with respect
 - ✓ Update contact info promptly
 - ⚠ Aggressive behaviour may result in access being denied
 - ⚠ Repeated behaviour issues or late pickups = possible withdrawal
-

Agreements

School Will:

- ✓ Provide a safe, caring, and well-managed club
- ✓ Communicate clearly and promptly

Children Will:

- ✓ Be kind, respectful, and honest
- ✓ Speak to staff if something is wrong

Parents Will:

- ✓ Follow club terms and keep info updated
- ✓ Work with staff to support their child's well-being