



**BARNT GREEN**  
**PIRATES**  
**OUT OF SCHOOL & HOLIDAY CLUB**

Barnt Green Baptist Church  
Bittell Road  
Barnt Green  
Worcestershire  
B45 8LT

07949 947000

[www.barntgreenpirates.co.uk](http://www.barntgreenpirates.co.uk)

## Introduction

### *Welcome to our Club!*

Barnt Green Pirates is a privately run out of school and holiday club. We provide care for children before school starts, after school finishes and during the school holidays.

### **Our Promise to You**

At Barnt Green Pirates after School and Holiday Club we will work in partnership with every family to provide the highest quality childcare in a safe, stimulating and nurturing environment. Our aim is simple; to offer parents affordable child care and children a fun and safe environment to play, make new friends, improving their confidence and simply enjoy being a child.

We endeavor to keep all children entertained. Our daily activities program is carefully structured to include high energy action games along- side calmer fun based activities like arts, crafts and cooking.

### **Location**

Barnt Green Pirates is accommodated in the Barnt Green Baptist Church Building.



Admittance to the after school and holiday club is strictly monitored. A password system is in place in case a parent has to send a relative or friend to collect their child.

## **The Staff Team**

Our team has a range of qualifications and experience with working with children. All the team are qualified in Childcare and Paediatric First Aid. There is a continual program of staff development to enhance their knowledge and understanding of childcare.

The manager is a fully qualified teacher who has taught Art, Design, food and textiles for many years. Her passion and experience in planning exciting lessons in these subjects is something she wants to share with the children who attend Barnt Green Pirates.

### **Parental Involvement**

At Barnt Green Pirates we recognise that parents need to feel confident and comfortable with the child care that they choose. To ensure this we operate an 'open door' policy, so that parents can discuss any aspect of their child's care at any time with a staff member or a manager. We will provide you with feedback each day about what your child has done at the Club.

### **WOW Moments and Awards Board**

The WOW Moments board displays moments or work where children have achieved something really great; from a high score on a game to making some fantastic artwork. If we can capture the moment somehow and share it, then we will. Parents are invited to share WOW moments from home too. Bring in photos or something else to be displayed on the board as well.

We have an award chart which will give each child the chance to gain a certificate and prizes; they can earn points for kindness, helping and good work. Prizes are allocated when an individual child reaches the end of the sticker chart.

## **Our Facilities**

### **Play Rooms**

Barnt Green Baptist Church offers Barnt Green Pirates some amazing facilities. It offers a flexible space to cater for a wide variety of activities and children's needs.

The building has; one large room which will be the play area, a smaller room for messy play and a quiet room for children who require some space for some more quiet time. The kitchen is well equipped and our hygiene standards are second to none.

### **Outdoors**

We consider outdoor play to be vital for your child's health, development and education. We have a large garden with lockable gates, we also have access to the playing fields from the building.

### **Meals & Nutrition**

At Barnt Green Pirates we place great emphasis on the quality of the ingredients we buy and their nutritional value, avoiding cheap or processed foods wherever possible. Our menus are planned carefully to ensure a good nutritional balance for all children. We like to encourage the children to eat fresh fruit and vegetables and home baked cakes.

We cater for all children with special dietary requirements which are prepared on site. All staff have a basic food hygiene qualification. Children with allergies to specific foods or ingredients will be catered for in an inclusive way.

Advance of each week the weekly menu is emailed to all parents.

### **Drinks**

Water and squash is available for your child to drink throughout each session.

### **Toilets**

There are toilet facilities within the after school and holiday club. All toilets have their own doors to offer privacy to your child. The sinks and toilets are all child accessible.

### **The Local Area**

Apart from access to the playing fields Barnt Green has close access to many exciting places right on our door step. During Holiday club we will go on outings to The Lickey woods, visitor center in Lickey Park, Millennium Park, Alvechurch Library and

many more. We aim to make the most of the beautiful surroundings as much as possible.

This flexibility of accommodation and environments means that we are truly able to meet the needs of all the children.



**The Kitchen**



**The Messy Room**



**The Quiet Room**



**The Main Hall**

### What the Children Do and Learn

The atmosphere at Barnt Green Pirates is relaxed. Relaxed however certainly does not mean that there is lack of activity! Your child will have lots of opportunities to choose and explore the fun activities available to them. We want the children to relax and have time with their friends, playing games

Advance of each week the weekly programme is emailed to all parents, this allows parents and children to know the activities planned for each week.

### Extending Your Childs Education

We understand the importance and impact of regular reading on a Childs educational outcome. This is regular feature and all the children are encouraged to read at least once a week.

### Children with Special Needs.

The Club is an inclusive and welcoming setting. We strive to meet each individual child's needs to the best of our ability. We offer a bespoke service to be able to cater for children with Special Needs, please call for more details.

### Staffing Ratios

1 staff member to 8 children, with a minimum of 2 staff at any one time. Often our ratios will be better than this.

### Drop off/Collection

#### By Parents

The Baptist Church offers a large parking for collecting and dropping off their children at Barnt Green Pirates. Children are released only to the adults listed on the consent form previously provided by you. Release to any other adult may occur with written authorisation signed and dated by you, or by direct communication with the Pirates Manager. We have a password system in place for this. Identification may be requested at any time. Parents / Carers are also asked to sign their child into and out of the building.

Barnt Green Pirates will pick up and drop off at all extra-curricular activities provided by St Andrews First school. We also drop off and collect from all music lessons and lessons at the sports club.

### Barnt Green Pirates opening times and Fee structure (from September 2018)

7.30am until school - Monday – Friday

School until 6pm - Monday - Friday

#### Fees

7.30am – school @ £5.75

From School until – 6pm @ £9.75

5% discount for an entire week

5% 2<sup>nd</sup> and 3<sup>rd</sup> Sibling Discount

Registration Fee: £25

### Barnt Green Pirates Holiday Club opening times:

7.30am -6pm - During the school holidays

7.30am – 4pm - During the school holidays

(7.30am start can be arranged via appointment)

#### Fees

7.30am – 6pm @ £28

7.30am – 4pm @ £23

(There will be an extra charge for the occasional outing)

Drop off before school is from 7.30am only  
breakfast will be provided for those children requiring it.

#### Ad hoc Service

If you need extra sessions on your permanent booking or are new to Barnt Green Pirates we can provide childcare for your children on an ad hoc basis. We will however need prior notice to be able to cater for the extra numbers.

- Fees are payable 1 week in advance of the first day of the half term.
- Any additional hours your child attends for are added to the next month's bill.
- Invoices will be issued by email.
- If payment is not received prior to the requested sessions, the child may not be permitted to stay

- Payment can be made by electronic transfer to Barnt Green Pirates Ltd, account Number: 85195286 sort code: 60-04-05
- A registration fee of £25 per child will be required, before they start at after school and holiday club.
- Fees are payable if your child does not attend the after school and holiday club due to illness.
- If you are going to be late to collect your child from the after school and holiday club, please telephone us to make us aware of this as soon as possible.
- We reserve the right to charge a late collection fee of £10 5-15minutes late and £20 for 15-30 minutes late.
- One calendar months written notice is required if you no longer require your place at the after school and holiday club or for a change in sessions.
- We reserve the right to charge a late payment charge of £20 and daily interest at 10% of the invoice, if invoices are not paid on time.

#### Childcare Voucher Schemes

We currently accept childcare vouchers from all the major companies. If you would like to use childcare vouchers with us but your employer uses a different scheme, please ask. We also accept 30 free hour for children aged 3 and 4.

#### After school and holiday club Policies

A full set of our after school and holiday club policies is located in the entrance hall for parents to look at. If you would like to take these policies to read please speak to a member of staff.

#### Equal opportunities

We have an active equal opportunities and inclusion policy at Barnt Green Pirates. All staff are given training on equal opportunities to ensure that anyone who comes into contact with our after school and holiday club is made to feel valued and treated with respect. Our staff are also very valuable to us and we expect that they too are treated with respect. If you would like to read our equal opportunity policy please speak to a member of staff.

### **Safeguarding Children/Child Protection**

We have a child protection policy at the after school and holiday club. The aim of this policy is to ensure the protection of all children in our care. We have a statutory duty to ask you about any injuries your child may have when attending the after school and holiday club, to record any concerns we may have and if necessary pass these concerns to Social Services Child Protection Department. Again please ask a staff member if you would like to see our full policy on safeguarding/child protection.

### **Behaviour**

The after school and holiday club has a policy on behaviour. We aim to develop an atmosphere of respect for other people and property. Children will be helped to understand that certain behaviour is not acceptable or appropriate within the after school and holiday club because it is unsafe or unfriendly. Under no circumstances will a staff member smack or humiliate a child who has shown unacceptable behaviour. Instead, the child will be spoken to and helped to understand why their actions were unacceptable and if necessary asked to 'Sit Out'. All good behaviour shown by children will be praised and encouraged by the staff. A full copy of our policy is available from the after school and holiday club.

### **Complaints**

At Barnt Green Pirates we aim to provide an excellent service to parents, children and staff. If you have any cause for complaint, if you feel able, please discuss it with a member of the childcare team. If you do not feel happy with how your complaint is dealt with, please speak to Joanne Whitehead.

You have a right to voice your complaint further with our registered body.

OFSTED  
Piccadilly Gate  
Store Street  
Manchester  
M1 2WD  
Tel: 0300 123 1231 (general enquires)

### **Further questions**

If you have any further questions about the after school and holiday club, or would like to arrange a visit or settling in session please do not hesitate to contact us on: 07949 947000 or email [jo@barntgreenpirates.c](mailto:jo@barntgreenpirates.c)















