

# After School Provision Policy

## **Policy Statement**

Beeston Hill St Luke's strives to provide a wide variety of after school provision for the children to attend. We recognise that these extra activities are beneficial to children; increasing the range of experiences they have, having a positive impact on attendance at school, promoting social and emotional development and providing them with new skills.

These activities include small group or individual tuition, supplementary P.E provision and extra-curricular activities. All of these activities run at no cost to families.

## **Extra-Curricular Activities**

The after school club provision is organised and managed by the Family Support Worker, Jemma Lane. The provision is facilitated by class teachers, support staff and external agencies such as Art Forms.

All after school clubs run between 3.15pm – 4.15pm.

Parents / Carers complete a permission slip requesting a place in a club. The FSW then allocates places and notifies the Parents / Carers if their child has successfully been allocated a place or not. If a child hasn't been allocated a place they are placed on a waiting list and should a place become available the family is informed.

Any siblings of a child attending an after school club can access the Sibling Club – this facility is available Monday to Thursday.

Reception and KS1 children are escorted to their club. KS2 children make their own way to their club at 3.15pm.

Registers are taken at the beginning of the session and the register is kept with the staff until the end of the session. Registers are returned to the FSW at 4.15pm.

Registers indicate if any children have medical / SEN needs. Staff running their allocated club are responsible for being able to meet the needs of these children.

The Behaviour Policy is followed during after school activities.

In the event of a fire alarm the Fire Evacuation Procedure will be followed.

In the event of a Lockdown, the staff will follow the procedure of sounding their whistles and all children will gather in the school hall. The staff will communicate using their mobile phones and the police will be contacted.

### **Small Group & Individual Tuition**

A number of children in school access additional tuition to further promote and support their learning and progress. Tutoring is organised by the child's class teacher and usually facilitated by support staff. These tutoring sessions are reviewed by the class teacher and the Headteacher.

Children may be tutored on an individual basis or in a small group.

### **Extra PE Provision**

The children in KS2 are provided with an additional session of PE each week. Years 3/4 access this session after school – children are encouraged to stay to this session unless they are engaging in a physical activity outside of school for example swimming lessons.

The Hunslet Club delivers these sessions. They provide the staffing and resources. Simon Wood, the school's PE coordinator, oversees the running of this provision.

A minimum of 3 class teachers or support staff also remain on the premises and help to support The Hunslet Club staff.

In the event of poor weather, a healthy-living lesson is taught indoors.