

Stewart House After School Activities and Care

Below are some details about the after school care and clubs that we run in Stewart House. Please note this is for information only and an email will be sent out after the Summer Term half term holiday. Should you have any queries in the meantime please do not hesitate to contact the Stewart House Office on 01371 822616 or shoffice@felsted.org.

Woodlanders

Woodlanders is our general after school care offering and is open to all Stewart House children. It runs from 3.15 – 5.45pm. While there is no restriction on the number of sessions that children can do, we do not encourage parents of Reception children to book them in all week unless absolutely necessary. This is due to the impact on their levels of energy and potentially their learning.

Below are some guidelines regarding Woodlanders bookings and charges:

1. Bookings are issued on a first come first served basis.
2. Where sessions are over-subscribed a waiting list will operate.
3. All bookings and amendments must be directed to Stewart House Office.
4. Woodlanders charges are for a half session (either 3.15 – 4.30pm **or** from the end of an after school club until 5.45pm) or for a full session (3.15 – 5.45pm). Charges will be confirmed in the Woodlanders information book.
5. Charges are made on a termly basis and are added to the end of term account
6. Fees will reflect your original booking, i.e. if you book a full session but collect before 4.30pm, you will still be charged for the full session.
7. If a child is booked in for a half session but is collected persistently late, the full session will be charged for.
8. Bookings are considered ongoing for the academic year unless written notification is given via shoffice@felsted.org.
9. Cancellation of a booking should be before the half term holiday to avoid charges for the following term.
10. While we do our best to accommodate ad hoc bookings, they are at the discretion of the Head of Stewart House and in line with safeguarding ratios.

After School Activities

In addition to Woodlanders, we also offer a number of after school activity clubs (such as football, ballet, street dance, LAMDA and karate). These are usually run by external providers and you will receive full details of the clubs available and how to book after the May half term. To be fair to everyone, information is sent to all current and new families at the same time. Places are then allocated on a first come, first served basis. Children may attend the second half of Woodlanders after their activity session if they are booked in and have a confirmed place.

Notice of Cancellation

Notice of half a term needs to be given for cancellation of all clubs and 1 term's notice to be given for Ballet directly to the ballet school and copying shoffice@felsted.org in the email, otherwise you will be charged for the whole term for the activities.