




# Wrap-around Care Guide

A Guide for Parents  
2024 - 2025



*Hanging out at after school club!*

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 Aldwickbury School

[www.aldwickbury.org.uk](http://www.aldwickbury.org.uk)





# Wrap-around Care Options

## Breakfast

Breakfast is served at 7.30 am. Boys should arrive at the Castle Dining Room. The duty staff will register them there. A menu offering a variety of breakfast options is available to all boys attending, from cereals and yoghurt to the traditional cooked breakfast. The youngest boys are looked after by the Boarding Matron and gap students. They are then taken to the Pre-Prep for Early Start.

Please do not arrive before 7.30 am as boys are not to be left with kitchen staff. Boys should not be left unsupervised.

## Early Start

Early Start is available to all Pre-Prep boys from 8.00 am. Quiet play supervised by two Pre-Prep Teaching Assistants ensures that the boys are ready to move into the classrooms with the other boys at 8.30 am.

Boys from Years 3 to 8 are welcome into the classrooms from 8.00 am.

## After School Club

After School Club enables boys in Reception through to Year 6 to stay after school dependent on the time their school day finishes. It is a time when they can relax and enjoy themselves at the end of the day. A wide range of activities is offered to the boys from being creative with craft to playing board games. The boys are often keen to go outside to play football, table tennis, or explore the climbing frames. ASC takes place Monday to Friday unless otherwise announced.

## Arrival and Departure

**Session 1 (3.00 pm - 4.00 pm)** - Pre-Prep Session 1 starts at 3.00 pm. Boys in Reception are collected from classrooms and taken to either the Pre-Prep Hall or one of the Reception classrooms. At 3.15 pm boys from Years 1 and 2 join ASC for a drink and small snack. A register is taken and all parents/carers must sign the signing out book as they take their boy/s. If your son is only attending Session 1, please collect him from the Pre-Prep Hall by 3.55 pm.

**Session 2 (4.00 pm - 5.00 pm)** - Pre-Prep boys attending Session 2 (starting at 4 pm) collect their belongings and are taken from the Pre-Prep Hall to the Main Library where they join the Years 3 and 4 boys, doing various activities, including drawing, reading and playing games. At approximately 4.25 pm, the boys are given a drink and a snack in the little dining room. Boys whose parents are delayed can be picked up from the library.

At approximately 4.45 pm the boys are involved in various activities in the library, conservatory or outdoors, depending on the weather. A notice will be placed in the library to inform parents where to collect their son/s. At the end of the Session boys are asked to collect their belongings, put on their blazers and generally look smart to go home. Parents collect Years 3 and 4 boys from the library and they must sign out in the register after informing a member of the ASC staff.

**Session 3 (5.00 pm - 6.00 pm)** - Years 5 and 6 boys must sign in with a member of staff from ASC on arrival from about 5.15 pm. The boys must sign out in the register and inform a member of the ASC staff.

**Please note: There will be a charge if you run over by more than ten minutes into the next Session – Session 1 Reception (3.00 pm – 4.00 pm), Year 1/2 Session 1 (3.15 pm – 4.00 pm), Session 2 (4.00 pm – 5.00 pm) and Session 3 (5.00 pm – 6.00 pm).**

## Non-Collection

We understand that occasionally events will overtake parents and they will be late in collecting their son at the normal pick-up time. We will, of course, ensure that your son is looked after until you can get to the school. Please contact the School as soon as it is safe to do so and we will inform your son. Aldwickbury's Non-Collection of a Pupil Policy is available on the website for parents to read in detail. Any boys not collected from the Pre-Prep by 3.20 pm (3.05 pm for Reception), Years 3 and 4 by 4.10 pm and Years 5 and 6 by 5.20 pm will automatically be signed up for After School Club (ASC) with the supervisor on duty. This will ensure the safety of the boys at all times. Charges will then be applied.

Any boys not collected by 6.15 pm on Tuesday to Thursday will be taken to the Castle Dining Room by the ASC supervisor to wait for their parents under the supervision of the boarding staff. If no message has been received, the Boarding Matron will try to contact parents at this stage. Should circumstances require, the boy may have Boarders' Supper, this will be charged at the normal rate. The boarding staff will take responsibility until the boy is collected by his parents or a known adult. On a Monday and Friday a member of the Senior Management Team will look after your son until you arrive. The School reserves the right to make additional charges for the supervision of a boy after normal school hours.

# Wrap-around Care Options (continued)

## Extra-Curricular Clubs and Activities

Various clubs run alongside the After School Club. Details of all clubs are circulated at the end of each term with full details of how to sign-up. Our Extra-Curricular Clubs Guide is updated each term and posted in the [Parent Portal](#).

## Boarders' Supper

A cooked two-course supper is available to all boys in Years 5 to 8 should they need to stay late for logistical reasons or for after-school activities. Supper normally ends at approximately 6.15 pm. Younger boys may stay for supper in special circumstances. To book in for supper please use WisePay - if you have any queries please email Mrs Grogan on [c.grogan@aldwickbury.org.uk](mailto:c.grogan@aldwickbury.org.uk) or call 01582 713022.

## Boarding

The Boarding House is open to all boys in Years 5 to 8. Taster Evenings are arranged for the younger boys. Boys are welcome to board from Tuesday to Thursday, flexible boarding is also available. Occasional boarding is offered for boys whose parents need help with childcare on a particular night or for boys who would like to see if boarding is for them. More information on Boarding can be found in the Boarding Guide in the [Parent Portal](#). To book boarding please contact Mrs Saponaro at [s.saponaro@aldwickbury.org.uk](mailto:s.saponaro@aldwickbury.org.uk) or call 01582 713022.

## Returning to School for Boarding

If your son is boarding but has an activity and will be arriving late back to school the latest admission time is 7.45 pm. This is for the security and safety of onsite staff and the other boarders.

## Holiday Clubs

These are generally held in all three main holidays as well as in the October half term. They are exclusively for Aldwickbury boys and their siblings and aim to provide a happy, relaxing time for boys to play with their friends and make new ones. Specialist courses in art or scuba diving, for example, may be offered during these times. Holiday club booking and payments can be made using WisePay which can be accessed via the home page of the [Parent Portal](#).

# Wrap-around Care Bookings

Bookings and payment for Breakfast, Early Start, After School Club (ASC), Supper and Holiday Club are made using WisePay. A link to WisePay can be found on the home page of the [Parent Portal](#).

We ask that all bookings be made 24 hours before a service is required so that we can ensure that your son's dietary needs can be catered for and that we have adequate staffing provision. We do provide a flexible service and if circumstances facilitate the need for last-minute provision please contact the following staff:

Miss Norris – Breakfast – [a.norris@aldwickbury.org.uk](mailto:a.norris@aldwickbury.org.uk)

Mr Johnson – After School Club – [asc@aldwickbury.org.uk](mailto:asc@aldwickbury.org.uk)

Mrs Grogan – Supper – [office@aldwickbury.org.uk](mailto:office@aldwickbury.org.uk)

Boarding is bookable via our Boarding Matron, Mrs Saponaro, ([s.saponaro@aldwickburuy.org.uk](mailto:s.saponaro@aldwickburuy.org.uk)) and is billable termly in arrears.

# Wrap-around Care Pricing\*

## Pre-Prep

Wrap-around care is available for all boys in Pre-Prep.

| Session                         | Timing  | Pricing Structure   |
|---------------------------------|---|---|
| Breakfast including Early Start | 7.30 am   | £6.00   |
| Early Start (without breakfast) | 8.00 - 8.30 am  | £3.30   |
| After School Club               | Session 1<br>3.00 - 4.00 pm<br>Session 2<br>4.00 - 5.00 pm<br>Session 3<br>5.00 - 6.00 pm | Session 1<br>£8.75<br>Session 2<br>£8.75<br>Session 3<br>£8.75<br>(up to a maximum of £22.00 per day for ASC) |

## Juniors - Years 3 & 4

| Session           | Timing   | Pricing Structure                        |
|-------------------|--|--|
| Breakfast         | 7.30 am  | £6.00                                    |
| After School Club | Session 2<br>4.00 - 5.00 pm<br>Session 3<br>5.00 - 6.00 pm | Session 2<br>£8.75<br>Session 3<br>£8.75 |

\*Wrap-around care is provided as an extra cost, subject to change with a term's notice.



# Wrap-around Care Pricing\* (continued)

## Years 5 & 6

| Session           | Timing                      | Pricing Structure  |
|-------------------|-----------------------------|--------------------|
| Boarding          | Tuesday - Thursday nights   | £50.00 per night   |
| Breakfast         | 7.30 am                     | £6.00              |
| After School Club | Session 3<br>5.00 - 6.00 pm | Session 3<br>£8.75 |
| Supper            | 6.00 - 6.10 pm              | £7.35              |

## Years 7 & 8

| Session   | Timing                    | Pricing Structure |
|-----------|---------------------------|-------------------|
| Boarding  | Tuesday - Thursday nights | £50.00 per night  |
| Breakfast | 7.30 am                   | £6.00             |
| Supper    | 6.00 - 6.10 pm            | £7.35             |

*\*Wrap-around care is provided as an extra cost, subject to change with a term's notice.*





# Holiday Activities

Holiday Club is available for all Aldwickbury boys and their siblings (boys and girls) from Reception to Year 8. Specialist courses will have age restrictions and timings may vary. Please note that boys who are leaving the School are not able to join the Holiday Clubs following their final day of term.

| Session   | Timing  | Pricing Structure   |
|---|---|---|
| First two weeks of Summer Holiday   | 9.00 am - 12.30 pm<br>1.00 - 4.30 pm<br>Early Start 8.00 am<br>Normal Start 9.00 am<br>End of Day 4.00 pm | Charges published with<br>Holiday Club Programme<br>(Subject to activities) |
| Football Course<br>(last week of the Summer Holiday)                                    | Timings may vary  |   |
| First week of October Half Term   | 9.00 am - 12.30 pm<br>1.00 - 4.30 pm<br>Early Start 8.00 am<br>Normal Start 9.00 am<br>End of Day 4.00 pm |   |
| Christmas - number of days is<br>dependent on dates of the end of<br>term and Christmas | 9.00 am - 12.30 pm<br>1.00 - 4.30 pm<br>Early Start 8.00 am<br>Normal Start 9.00 am<br>End of Day 4.00 pm |   |
| A week in the Easter Holiday<br>(dependent on the date of Easter)                       | 9.00 am - 12.30 pm<br>1.00 - 4.30 pm<br>Early Start 8.00 am<br>Normal Start 9.00 am<br>End of Day 4.00 pm |   |



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