



Early Birds Breakfast and Teatime Tigers After School Club



Dovers Green School
Rushetts Road
Reigate
Surrey
RH2 7RF

www.dovers-green.surrey.sch.uk

School Telephone No: 01737 245 515
Club Mobile: 07761 848 885

Early Birds Breakfast and Teatime Tigers Clubs

Dovers Green School Clubs are committed to providing a fair and open system that offers a competitively priced and good value service. A nutritional breakfast or a teatime snack will be served in a warm friendly setting and a wide range of activities will be available.

Registration Fee: £10.00 per family covering both clubs

Early Birds Breakfast Club is open from:



7.45 a.m. - 8.45 a.m.

Fee: £4.00 per session

Breakfast will not be available for children arriving after 8.15 a.m.

Teatime Tigers Club:

Opens at : 3.05 p.m.

Closes at : 6.00 p.m.

Fee: £9.00 per session



Dovers Green appreciate that on occasion Parents/Carers may be a couple of minutes late to collect their child(ren) but persistent late pick-ups will incur a charge of £5 for every 5 minutes after 6.00 p.m.

If you require a registration and booking form please contact Mrs Katherine Morrow by emailing admin@dovers-green.surrey.sch.uk. Returned booking forms will be dealt with on a first come first served basis. Places will be confirmed by Friday 29 June 2018 once we know the requirements of our current parents.

About the Clubs

Both clubs can take a maximum of 32 children and run every day during term time except when school is closed for training days. Early Birds Breakfast Club and Teatime Tigers After School Club are located in our Children's Centre adjacent to the school and provide a safe, friendly and happy environment for the children.



The Clubs adhere to strict child staff ratios, have first aid and food hygiene trained members of staff on duty.



The ethos of both clubs is conducive to that of the school where sharing and learning together are promoted. The values of honesty, tolerance and courteousness and the respect of others, their surroundings and the environment is expected and reinforced.

A Day at Clubs

Early Birds Breakfast Club



At the beginning of the school day children have a nutritious breakfast which is available until 8.15 a.m. and can opt to participate in a variety of activities before being taken to the playground to join their friends and start the school day.

Teatime Tigers After School Club

At the end of the day children are collected from school and taken to the Children's Centre where they have access to a range of books, games, toys, a television, a laptop and ipads. Children can play outside or choose to take part in craft or cooking activities. A selection of healthy food and drinks is offered as a teatime snack. Children can be collected any time up to 6.00 p.m.



Sample Menu

Breakfast

Fresh Fruit
Cereal
Toast
Croissants
Tea Cakes
Jam, Marmite, Honey

Snack

3.15 p.m.

Fresh Fruit or Rice Cakes

Teatime

5.00 p.m.

Fresh Fruit and Vegetables
Sandwiches, Wraps,
Bagels, Beans on Toast
Cheese, Ham

Activities can include

art and craft

puzzles

sand and water

construction toys

board games

collage

play dough

cooking

books

iPads

role play

outdoor activities

The clubs also have use of the playgrounds and fields.

Guidelines

- Extended School Clubs are only available when children are attending school full time.
- Every child must be registered at the extended school clubs. The registration fee is £10 per family.
- There are a maximum of 32 places and, as we must keep within the correct adult to child ratio, the places are available on a first come first served basis.
- Parents/Carers **must** sign the Parental Signing form inside the Children's Centre when either dropping off or collecting their child.
- Parent/Carers must ensure the School Office staff have all up to date contact details.
- Any dietary needs or allergies must be reported to the School Office staff.
- If your child requires a place at Teatime Tigers Club after attending a club within Dovers Green School (e.g. Football Focus), then the full charge of £9.00 will still apply.



Bookings and Payments

- Advance booking is essential due to limited places.
- Once your child is registered, bookings must be made using our online booking system via Tucasi (with the exception of new children, in which case the first bookings are made through the School Office).
- Bookings can be made online via Tucasi for the full academic year but payment must be made 4 weeks in advance of the beginning of each new half term, otherwise your place will no longer be guaranteed.
- Online bookings are available up until 6 weeks prior to the session required, if places are available. Any additional ad hoc bookings required after this period can be made by contacting Katherine Morrow in the School Office or by emailing admin@dovers-green.surrey.sch.uk.
- Cancellations will only be refunded if we have had half a term's notice (on a rolling 6 week basis).
- Absences due to illnesses will only be credited where the illness is for 5 or more consecutive school days.
- We accept various childcare vouchers, however childcare vouchers must be submitted 4 weeks in advance of the beginning of each new half term.
- As a provider of registered childcare we actively support eligible Parents/Carers claiming and using the childcare element of the working tax credit.
- If there are exceptional circumstances why payment cannot be made in advance this must be discussed with the Headteacher.
- Persistent late pick-ups (3 times in any academic year) will incur a charge of £5 for every 5 minutes after 6.00 p.m.



Drop off Pick up



Parents/Carers may park in the school car park when dropping children at Early Birds Breakfast Club up until 8.15 a.m. After that the car park gets too busy with taxis and staff arriving for work.

When picking up children from Teatime Tigers After School Club parents are welcome to use the car park after 4.00 p.m. but please avoid blocking anyone in.



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