

Lickhill Stay and Play!

Lickhill Primary School,
Almond Way, Stourport-on-Severn, Worcestershire, DY13 8UA.
01299 871803

Lickhill Stay and Play is a not-for-profit Ofsted registered child care group providing breakfast, after school and holiday care.

We welcome children from around the Wyre Forest aged between 4 and 12 and are committed to providing quality play opportunities which stimulate and enrich the learning and development of our children. We operate from Lickhill Primary School hall and have use of their extensive grounds.

Ofsted Registration Number: 137825

The setting is run under the umbrella of Lickhill Primary School and its Interim Executive Board.

The Staff are:

Rob Williams	Supervisor
Dawn Mallard	Play worker
Kelly Atkinson	Play worker
Sophie Davis	Play worker
Molly Tunley	Play worker
Holly Mares	Play worker

Opening times and fees:

Breakfast Care:			After School Care:		
Session 1	7:45 - 9:00am	£3.25	Session 1	3:00 - 4:30pm	£4
Session 2	8:00 - 9:00am	£2.25	Session 2	3:00 - 5:30pm	£6

Refreshments are included. A late collection fee of £5 is in operation along with an authorised cancellation fee of £2 and an unauthorised cancellation fee of £3.

Non-payment

If arrears of more than two months are accumulated, your child's place will be suspended until payment is made. As a not-for-profit organisation, this will allow us to continue to offer some of the lowest childcare costs in the Wyre Forest.

Our policies and procedures are available onsite – please ask a member of staff.

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Breakfast information.

Cereal and toast are offered daily along with water, squash and milk. Breakfast activities include colouring, art and craft, dancing, board games, parachute and ball games. Children will be allowed onto the playground after 8:40am once there is a teacher on duty (with parents/guardians permission only.) Please indicate on the booking form if you wish your child to remain in our care until school begins. Reception aged children will be escorted from Club to their classroom by a play leader at 8:50am when school starts.

After school information.

Reception and children will be collected from class at the end of the school day. Fruit is provided daily along with fresh water and squash. Various activities are offered daily to include cooking, art activities, football, tennis, circle games, role play, den building, free play, gardening clubs..... anything your child's imagination can stretch to!

Holiday

Holiday club operates all year round (except for Christmas!) We are open from 8:30am until 5:30pm. Children are required to bring suitable clothing/footwear, a healthy packed lunch and a bottled still drink for outings. We aim to get out and about on a daily basis and offer a full range of activities.

Payment procedure

Invoices will be produced at the beginning of the month and sent home at the end of the school day in children's book bags by the 7th of each month. Payments should be made on Parent Pay wherever possible (cheques can be made payable to **Lickhill Primary School**) should be placed in a sealed envelope and clearly labeled with 'Lickhill Stay and Play! for (child's name).' Payments should be made by the 14th of each month.

Drop off and collection information.

Children should be brought through the green gates off the carpark onto the playground. We operate in the far mobile off the school playground for breakfast, after school and holiday club. Please note, only **authorised adults** over the age of 16 can collect your child.

Booking and Cancellation.

Please contact Rob in the first instance, preferably in writing. Failing that, bookings can be made through Mrs. Lampitt (the school administrator). Cancellations and bookings cannot be accepted via children and may result in you being charged. Tel: 01299 871803.

PLEASE KEEP FOR INFORMATION.

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PLEASE COMPLETE AND RETURN

Child/Children's Name/s:.....

Please indicate below the regular days and times that care is required each week:

Breakfast care:

TIMES	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
7:45 - 8:45 am					
8:00 - 8:45 am					

Do you give permission for your child to go out onto the playground at 8:40 am
when there is a teacher on playground duty? YES NO

After school care:

TIMES	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3:10 - 4:30pm					
3:10 - 5:30pm					

Start date of care:

SIGNED..... (parent/guardian)

Please return this form to the Supervisor of Lickhill Stay and Play.

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Our setting aims to:

- Provide high quality care in a safe environment for children aged 4-12 years.
- Provide suitably experienced and qualified staff.
- Make our club an enjoyable place to be!
- Provide learning and development opportunities for all.

Parent contract:

I have read the above information and hereby agree to the following terms:

- I will communicate clearly with the Supervisor if any changes are required in my childcare, giving at least 24 hours notice in writing or through speaking directly with the Supervisor. Failure to do so will result in a cancellation fee .
- I will make payment for my childcare fees by **cheque** (payable to 'Lickhill Primary School').
- I will support and encourage my child to adhere to club rules.

Signed..... (Parent/Carer)

Date.....

Child contract:

- I will be polite and helpful to children and staff at all times.
- I will share all toys.
- I promise to have FUN!

Signed..... (child 1) (child 2)(child 3)