



## Aftercare Policy

### Purpose of the Policy

This policy outlines the structure and practices of the aftercare program for EYFS children. It aims to provide a safe, stimulating, and nurturing environment where children can engage in play and rest until collected by their assigned adult.

### Key Objectives

1. Ensure the safety and well-being of all children during aftercare.
2. Provide engaging, age-appropriate activities or be in an environment that support children's learning and development.
3. Foster a caring and inclusive environment for all children.
4. Support parents and guardians with a restricted timeframe of childcare.

### Operating Hours

- Aftercare services are available from **12:30pm-1:30pm** on regular school days.

### Admissions

- Aftercare services are available to children enrolled in the EYFS program.
- Parents/guardians must adhere to the pick-up timings.
- All children must be collected by an assigned adult over the age of 18years. If there is an unfamiliar adult (not a designated driver, aunt or relative) who picks up the child, parents will be called for confirmation or a dojo message from the parent must have been sent to the teacher prior.

### Staffing

- All staff are qualified, trained in first aid, and familiar with safeguarding procedures.
- *TAs are provided with a rota on which days they have set duties.*
- *The class teacher is responsible to sign all students into aftercare.*

### Activities and Structure

1. **Free Play:**
  - Activities include storytelling and music.
  - In the cooler months the outdoor playground is used.

2. **Rest and Quiet Time:**



- A calm space is available for children who need to rest.
- When outdoors, beanbags and pillows are provided.

### **Health and Safety**

- All EYFS teachers and TAs are first-aid trained.
- Emergency contact numbers for each child are accessible to staff in the EYFS coordinators office and with the Team Leaders.
- Regular risk assessments are conducted for indoor and outdoor environments.

### **Safeguarding and Child Protection**

- The aftercare program adheres to the school's safeguarding policies.
- Any concerns about a child's welfare are addressed following the school's child protection procedures.

### **Parental Communication**

- Regular updates about the aftercare program are shared with parents through *Class Dojo*.

**Please note:** Should children be left on site beyond the teaching working hours, parents will have been contacted and notified that they will be in the care of our security team.