

Rewards

The vast majority of children behave well during their time at WOOSC. Staff expect everyone at the club, children and adults alike, to be polite, helpful, respectful and kind. Good behaviour is encouraged and rewarded through giving praise, responsibility and other rewards.

Sanctions

Where children break the Club's rules, they will first be given a **warning**. If they persist then they will be told to take **time out** for a short period of time during which they will be expected to think about their behaviour choices. If following the **time out** a child repeats the behaviour this will be **logged and parents/carers will be informed** by Michelle at the time of collection and the child will be issued with a reflection room slip for the following day. Should a pattern of poor behaviour develop the Headteacher will be informed and parents/carers will be asked to attend a meeting to discuss the situation. In the event that a child still persists with poor behaviour, the school reserves the right to withdraw the child from the Club.

Activities

- Arts and crafts
- Outdoor play
- Sports
- Watching DVDs/relaxing
- Reading
- Role-play and dressing-up clothes
- Board games and cards
- ICT
- Construction
- Gardening
- Quiet/relaxing area
- Pampering
- Homework support (if required)



Willingham Out of School Club

After School Club Manager:

Michelle Lenk

Willingham Primary School
Thodays Close
Willingham
Cambridge
CB24 5LE

Telephone 01954 283033

3.00 – 6.00pm

woosc@Willingham.cambs.sch.uk or
mlenk@willingham.cambs.sch.uk

Aims

To provide a high quality childcare service for parents and carers who require after school care for Willingham Primary School pupils.

To provide children with a safe, happy and stimulating environment in which to relax and enjoy a range of purposeful activities.

Our Staff:

Michelle Lenk
Sandra Tyrrell
Belinda Braybrooke
Nicky Wolton-Carr
Charlotte Newman

Accommodation

Our Club is located within the school in a designated base making use of the large hall, playing fields, playground and other facilities when available.

Food is prepared and served from the main school kitchen.

Policies

Our policies and procedures help us achieve our aims.

Safeguarding

All staff attend Child Protection training on a 2-year basis and it is expected that staff follow our clear safeguarding procedures. Michelle Lenk is also a Designated Safeguarding Officer.

Our Club

Children from Reception to Year 1 are collected from their classrooms whilst other children make their own way to the Old Hall where they are registered.

A light snack is provided after which children can choose from a range of indoor and outdoor activities. Drinking water is available at all times and children are encouraged to drink throughout the session.

Parents collect children from the WOOSC door where they are asked to sign their child out to indicate handover of care. Parents must ensure that the Club has up-to-date contact information including who to contact in the event that parents cannot collect.

Health and Safety

Children's safety is our highest priority and where hazards are identified, they are assessed and corrected as a matter of priority. Please help us with this by letting us know as soon as possible if you become aware of any safety matters. All staff have First Aid and Food Hygiene training.

Behaviour Policy

The Club's rules as decided in collaboration with the children are:

- **Be polite and kind**
- **Follow adults' instructions**
- **Walk when inside**
- **Respect everyone and everything**

We believe that children thrive in an environment where all individuals treat each other with respect, where expectations are clear, consistent and fair.

Our Policy explains in detail how good behaviour is encouraged and rewarded and how unacceptable behaviour is managed.