#### **Newsletters**

Valley Crew newsletters are produced monthly relating all up to date information and news of activities and special celebrations.

# **Staff members**

All our staff members are qualified, caring people, whose sole aim is to ensure that your child is safe and happy while they are at Valley Crew.

#### Excerpt from Ofsted report:

"The lively, stimulating provision is well run and organised by a committed leader and staff team who work very hard to ensure the enjoyment and safety of all children."



Lorraine Midgley

Co-ordinator

Mags Martin Co-ordinator



Wendy Storey Playworker



Molly Pegg Playworker



Valley Crew @ Stubbings Stubbings Infant School School Street Hebden Bridge HX7 8BP

Tel: 01422 842728



# Welcome to Valley Crew @ Stubbings

Valley Crew @ Stubbings runs within Stubbings Infant School. We are completely self funded, relying on fees paid. We create a safe, relaxed and enjoyable environment for children, promoting independence skills and social interaction with children of all age groups.

## Hours of opening

7.30am -9.00am

End of the school day—6.00pm (5.30pm Fridays)

#### <u>Fees</u>

£6 per morning session to include breakfast

£10 per evening session to include a substantial snack NB. there is an extra cost of £1 per session per child, for transferring children between other schools and Stubbings.

All fees MUST be paid in advance either monthly, half termly or termly to guarantee a regular place for your child. All cancellations must be paid for unless 4 weeks notice is given.

# <u>Contacts</u>

You can contact us at Stubbings school from 7.30am on 01422 842728. You can also speak to the School Administrator, Mrs Hope-Collins, in the school office during 8.30am-4.00pm.

#### Admissions

You need to complete a registration form for your child before they attend Valley Crew. These can be obtained from a member of Valley Crew or the school office. Valley Crew is available to all children who attend Stubbings Infant School. Children from Central Street and Riverside Schools are welcome if there are places available.

You do not have to use Valley Crew just for regular bookings, you can book occasional sessions if places are available.

# **Collections**

Children need to be collected promptly before 6pm (5.30pm Fridays). If you are going to be late please inform Valley Crew as soon as possible There is a late collection fee of £15 and £5 for each 5 minutes thereafter.

# **Policies and Procedures**

All policies and procedures are available on request. These are renewed annually and parents/carers are welcome to comment on their review.

### **Positive Behaviour**

We encourage all children to be actively involved in all aspects of Valley Crew.

You, your child and Valley Crew are asked to sign a Home/Valley Crew agreement annually to help us all work together to make Valley Crew a happy, positive place for your child to belong. Parents/carers are encouraged to help us promote positive behaviour for their children. We are always happy to speak to you about any aspect of your child's progress at Valley Crew. All children have a Key Person who will help your child settle into the daily routine of Valley Crew and share information with you on a regular basis, the children are involved in choosing their Key Person to ensure that they feel secure.

# **Activities**

We base our activities on the needs of the children attending, they are assessed weekly to ensure that the children are happy and encouraged to be independent. We work closely with the children at all times to ensure that they have activities of their choice. We follow the guideline for EYFS and the National Curriculum with emphasis on the social and emotional aspects of development. All activities are free choice with specialist clubs throughout the year. Please ask a member of staff for details. You may join our special clubs from 3.15pm to 4pm for a cost of £2 per session without booking a regular place.

Our clubs may include:

- Science club
- Cookery club
- Arts and craft
- Outdoor games

We also have speciality nights for festivals and special occasions. **Menus** 

Tea time is at 4.00pm, a weekly menu is displayed in the Valley Crew room or please ask for a copy. We cater for children with special dietary needs and we welcome new ideas for menus. The children are asked for ideas and sometimes make pizza, cakes or other delicious recipes in cookery club for us to share. The teatime meal is a substantial snack eaten in a sociable café style environment with children helping where possible. This is a time when we celebrate special occasions and share any special events from home with our 'Show and Tell' times.

#### Parental Involvement

At Valley Crew we are always happy to have parents/carers share their individual skills with us, please ask the Co-ordinator for details if you would like to join us for any of our sessions.