



# St Peter and St Paul Catholic Primary Academy

*Promoting high quality education, love, care and forgiveness of others  
as taught to us by Jesus and our Patron Saints.*

Headteacher: Miss K Everson

## **STARS WRAP AROUND CARE TERMS AND CONDITIONS JUNE 2023**

By booking and using the STARS service, parents/carers have accepted the Terms and Conditions below. St. Peter and St. Paul Catholic Primary Academy manage the club in compliance with the Academy's policies, including Inclusion, Safeguarding, Equality, and Complaints.

1. Please note that STARS is a wraparound care service, and while your child is attending, St. Peter and St. Paul Catholic Primary Academy will be responsible for their well-being.
2. If your child attends an after-school club or activity, the club leader will take responsibility for your child. If your child then attends STARS, the regular session charges apply.
3. If your child is late being picked up after the school day or a school they will be placed in STARS. There is a 10-minute grace period before an ad-hoc charge will be applied for this childcare provision.
4. Parents are responsible for booking their child's sessions using the School Gateway online booking system. Failure to do so may incur an extra charge (see point 9)
5. The Scale of Charges for the 2022-2023 academic year is as follows:

### **Session Cost**

<b>Session Name</b>	<b>Normal Charge</b>	<b>Ad Hoc Charge</b>
Breakfast	£7.00	£8.50
FSM Breakfast	£3.00	£3.50
Sibling Discount Breakfast	£6.50	£7.50
Twilight	£7.00	£8.50
FSM* Twilight	£3.00	£3.50
Sibling Discount Twilight	£6.50	£7.50
Evening	£14.00	£16.50
FSM* Evening	£8.00	£13.00
Sibling Discount Evening	£13.00	£15.50

FSM\* Child in receipt of Free School Meals.

It is the parent's responsibility to choose the correct option when booking sessions via Gateway.

6. All sessions must be paid for at the time of booking. Childcare vouchers are accepted, and a list of registered providers can be found on the Academy website. Please maintain a credit balance on your child's STARS account. please contact the Academy office for booking advice when paying with childcare vouchers.

7. Fees are payable regardless of illness, holidays, or any other reason, except school closures and INSET days, unless 24 hours' notice is given.

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Bromley Catholic Schools Trust



8. Parents must notify the Academy office at least 24 hours in advance if their child is not attending a previously booked session. Please do so to avoid a charge for the session, as staff may have been organised and food may have been prepared.
9. If you wish to book your child into STARS with less than 24 hours notice, please call the Academy office or use the online booking service until 2 pm. After this time, an ad-hoc charge will be applied to these bookings.
10. STARS sessions end promptly at Twilight, which is at 4.30 pm. If you are late picking up your child from Twilight, you will be charged for an Evening session, which ends at 5.30 pm. Tea will be provided but may differ from evening booked children due to preparation times. Late fees will be applied at a rate of £15 every 15 minutes for each child, and parents will be fined through the School Gateway App.
11. The Academy Governing Body reserves the right to withdraw any child if their account is not paid when due.
12. Please inform the Academy if a different person (non-parent) is collecting the child, and please provide a password.
13. If your child is not collected by 5.30, active steps will be taken by the Academy to contact the parent/carer or emergency contact. If contact cannot be made within 30 minutes, a member of the senior staff will contact the MASH duty service to agree on a timescale for further actions and the ultimate handover of the child, as appropriate.
14. STARS Wraparound Care cannot accept responsibility for valuables.
15. Any information STARS Wraparound Care holds regarding your child will be treated as confidential. However, in certain circumstances, such as child protection concerns, the Safeguarding Lead for STARS has a legal duty to pass certain information onto external agencies, including Local Authority Designated Officer for Safeguarding and Social Care, in line with the school's Safeguarding Policy. Please read the Terms and Conditions below before booking or using the STARS service. St. Peter and St. Paul Catholic Primary Academy manage the club in compliance with the Academy's policies, including Inclusion, Safeguarding, Equality, and Complaints.