Welcome Pack



Five Star Care Club, Ellison Primary Academy
Ellison Street, Wolstanton, Newcastle-Under-Lyme,
Staffordshire, ST5 OBL
Manager: Mrs J Knight
Tel: 01782 613674
Email: careclub@ellison.staffs.sch.uk

High Quality
Before/After School Care

In a safe, warm and caring environment.
Ofsted rated "Good" November 2018

Five Star Care Club is based at Ellison Primary Academy and provides before and after school care facilities for the children of Ellison Primary Academy (term-time only).

Sessions	Times	Fees
Morning session	From 7:30am – 8:40am	£5.00
Afternoon session 1	3:15pm - 4:30pm	£5.00
Afternoons session 2	4.30pm to 5.45pm	£3.80

Children may attend for all or part of a session. Fees include breakfast and a snack in the afternoon. Fees are paid weekly.

Mrs Knight and her deputy, Mrs Dixon, operate the care club with fun, supportive staff providing a wide range of activities including:

- Construction toys and jigsaws.
- Outdoor toys, games and equipment in a secure, enclosed area
- Well stocked free choice craft resources.
- Well supervised creative activities.
- Healthy snack and drink options before and after school.
- Large choice of indoor games.

The care club is split between two rooms, foundation, year one and year two in one room and year three upwards in the second room.

Contact details:

Tel 01782 613674 or email careclub@ellison.staffs.sch.uk
Entrance to the care club is on Lily Street.

Five Star Care Club
Daily Routine

Morning session
7.30am – 8.40am

Free play, games and activities, colouring.
Free choice outdoor play 7:55am – 8.25am.
Breakfast up until 8.20am.

Afternoon session
3.15pm – 5.45pm

Register
3.30pm – 3.50pm snack
Free movement between indoor/outdoor play, craft activity, colouring, free play activities and games.



Dear Parent/Carer,

Care Club Policies

Safeguarding children policy - covers types of abuse, DBS checks for staff, safe guarding.

Behaviour policy – covers inappropriate behaviour and how to deal with it, as well as named persons for behaviour management.

Procedure for uncollected child- covers what to do in the event of a child not being collected.

A copy of the above policies and all other care club policies are available to look at in the cloakroom area of the care club.

If you would like a copy of any of the policies, please see a member of the care club staff.

Yours sincerely,

Mrs. J. Knight
Care club manager



Snack

Below is a list of foods that we provide at care club and the allergens that may be in the foods. If you have any concerns in relation to any of the allergens, or would like any more information about which foods contain which allergens please speak to a member of care club staff.

• Croissants	• Fresh fruit juice
• Crumpets	• Bagels – plain and fruit
• Bread/toast	• Wraps
• Fresh fruit/vegetables/salad	• Pancakes
• Cheese/cheese strings	• Cornflakes
• Cheese triangles i.e dairylea	• Rice krispies
• Processed cheese slices	• Malted wheats
• Currant bread	• Wheat bisks cereal
• Teacakes	• Semi-skimmed milk
• Vitalite spread	• Free from long life soya drink
• Oatcakes	• Fromage frais

Allergens:

There are 14 major allergens which are: celery, **cereals containing gluten**, crustaceans, **eggs**, fish, **lupin**, molluscs, **nuts, mustard, peanuts**, sesame seeds, **soya, milk** and sulphur dioxide (in dried fruit). The allergens in bold are most likely to be found in the care club snack.

