

## **HIGHFIELD STARS CLUB**

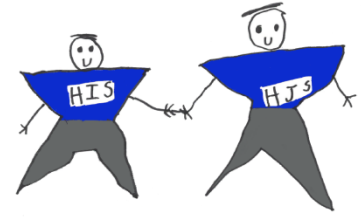
### **BEFORE & AFTER SCHOOL CLUB**

Highfield Infants' School, Highfield Drive, Bromley, BR2 0RX

Email: [stars@highfield-inf.bromley.sch.uk](mailto:stars@highfield-inf.bromley.sch.uk)

Telephone: 020 8464 7804

Mobile: 07921 535966 (during club hours)



June 2019

Dear Parents and Carers

We are delighted that you are interested in obtaining a place for your child/children at Highfield Stars Club. This club provides high quality before and after school care for children attending Highfield Infants' School and Highfield Junior School .

The club will operate as follows:

Morning session: 7.45am to 8.45am, £6.50 per session (siblings £5.50)

Afternoon session: 3.15pm to 6.00pm, £14.50 per session (siblings £13.00)

Nourish Catering, who provide our school lunches, will provide children with breakfast including toast and jam, cereals, fruits, yoghurt and fruit juice or milk at the morning session. Extras such as scrambled eggs, pancakes or bacon will also be available on a rota basis. Children attending the afternoon session will be provided with a light meal such as cheesy pasta, stuffed jackets, sausage and beans and dessert, such as fresh fruit, nourish bar, yoghurts. Menus will be updated regularly and are available on request.

Children will be able to participate in a wide and varied range of activities – playing games, playing with toys, physical activities, cooking and arts and crafts. There will also be quiet areas where children can read and relax. Activities, both inside and out, will be planned under the guidance of our Deputy Headteacher, Mrs Williamson, who will ensure that children enjoy a caring, happy and friendly environment at the start and end of their school day.

Highfield Stars Club is managed by trained staff who will operate the Club in accordance with the school's policies and procedures and following Ofsted guidelines. As the Club is run by staff employed by the school it comes under the school's Ofsted registration and will be subject to Ofsted inspections. Staff will wear a blue Highfield Stars Club top to identify themselves. There will be a qualified Paediatric First Aider and trained Safeguarding personnel on-site at all times.

If you wish to reserve a place, please complete and return the following documents, all of which are available on our school website.

1. Registration form (1 per child)
2. Booking form (1 per child)
3. Terms and Conditions (1 per child)

Places are limited and will be allocated as follows:

1. Children of staff at Highfield Infants' or Highfield Junior School (limited availability)
2. Siblings of children attending Highfield Stars Club at the time of place becoming available,

3. All other children on roll or new starters with a confirmed offer of a place at either Highfield Infants' School or Highfield Junior School.

Note that places may also be allocated to Highfield children at the Headteacher's discretion and according to need.

In the event that no places are available for any of your chosen sessions, we will operate a waiting list according to the above criteria and will contact you when a place becomes available.

Full payment in advance for each half term is required to secure your place. Further information about payment methods and child voucher schemes accepted by the school can be found in our terms and conditions or by contacting the school office.

We look forward to receiving your application.

Yours sincerely

*Allison Morris*

Allison Morris  
Headteacher

*Highfield Infants' School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*