

BEFORE & AFTERSCHOOL CARE



Rangiora Borough School

2021

Dear Parents/Caregivers

Thank you for your interest in the Care Programme. Please read the terms and conditions carefully and complete the application form.

PURPOSE: To provide a before and after school programme for pupils attending Rangiora Borough School.

TIMES: Session 1 will operate from 7.00 – 8.30 a.m.
Session 2 will operate from 3 p.m to 5.30 p.m.

VENUE: School Hall for Morning and Afternoon Sessions

ACTIVITIES: The Programme will operate from the School Hall, and will provide supervision and activities for pupils of Rangiora Borough School.

Planned Activities include

- A Homework Corner
- A Computer
- Board Games Area
- Indoor Games Area
- A puzzle and fun activities area
- P.E. Gear/Outdoor Activities
- Reading Corner

SUPERVISION: The ratio of Supervisors to pupils will be 1 to 10

FEES:

	PER CHILD	Two Children	Three or More Children
MORNING CARE 7am to 8.30am	\$20 per Session	\$28.00 per Session	\$36.00 Per Session
7.30am to 8.30am	\$15.00 per Session	\$24.00 per Session	\$31.50 per Session

		1 CHILD	Two Children	Three or more Children
AFTERNOON CARE	WEEKLY	\$100.00	\$140.00	\$180.00
	AFTER 4pm	\$20 per day	\$28 per day	\$36 per day
	Between 3pm & 4pm	\$15.00	\$24.00	\$31.50

TERMS & CONDITIONS:

- An application form must be completed by parents and caregivers prior to acceptance of pupils into the programme.
- Places may be limited by the availability of suitable staff and a ceiling on numbers (To be determined by the Board of Trustees).
- Fees must be paid within 7 days of invoice or by Direct Debit for permanent placements. Fees prior to WINZ application approval must be paid weekly (reimbursement will be given once WINZ has accepted your application).
- Fees for absentees will be charged as at first hour of booking.
- Children picked up after 5.30pm will be charged \$1.00 per minute per child.
- Emergency Contacts in case of sickness or emergency must be provided
- A high standard of behaviour, manners and compliance is required. We reserve the right to exclude pupils if they misbehave in an unacceptable manner.
- Pupils must be dropped off and collected from the Hall **no earlier** than 7.00 a.m. or **no later** than 5.30 p.m.
- All Students must be **signed in** to the morning care register and **signed out** of the afternoon care programme register each session they attend
- Pupils must be enrolled at Rangiora Borough School
- Pupils must be living at the same address to be eligible for the concession rates
- All supervisors will be qualified and trained in first aid.

Enrolment Form for Child Care
Rangiora Borough Before and After School Care

NamesDOB.....
.....DOB.....
.....DOB.....
.....DOB.....

Home address

.....

Parent/Caregivers Contact Details

Name Home Wk

Name Home Wk

Email

Start date Finish date if known

Casual days to be advised when needed ☐

Permanent days required (please circle required sessions)

Mon - mng/aft **Tues** - mng/aft **Wed** - mng/aft **Thurs** - mng/aft **Fri** - mng/aft

Morning care - start between 7.00 & 7.30am **or** between 7.30 & 8.30am (**please circle**)

Afternoon care – finish between 3 & 4pm **or** between 4 & 5.30pm (**please circle**)

Emergency Contact / other people authorised to collect your child/ren

Name phone

Name phone

Name phone

Any Relevant Medical

Information.....
...

Any Relevant Custody

Information.....
.....
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Does your child have any special care requirements?

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Payment options Invoice ☐ Direct Debit ☐ On Day ☐

I agree to the Terms and Conditions of Rangiora Borough School Before and After School Care Programme as outlined in the Brochure.

I agree to Supervisor transporting my child to Medical Centre if required and they cannot reach any person on my emergency list. Yes ☐ No ☐

Signed..... Dated