

THE BENEFITS OF OUT OF SCHOOL CARE

For children

- ❖ Opportunities to play and learn creatively
- ❖ A stimulating and challenging environment
- ❖ Wide choice of activities
- ❖ Opportunities to socialise and make friends with children of all ages
- ❖ Encouragement and support to do homework
- ❖ Development of specific interests
- ❖ Friendly and approachable staff
- ❖ Positive behaviour reward scheme

For parents

- ❖ Peace of mind knowing children are well cared for by qualified staff
- ❖ Affordable charges
- ❖ A safe and secure environment
- ❖ Easily understood policies, procedures and Care Inspectorate reports available at all times
- ❖ Opportunities to be involved in the management of the club



ABOUT THE CLUB

Governance

Forthill Out of School Club is registered with the Care Inspectorate (CS2014324305) to provide care for children aged between 3 years and 16 years. The club must ensure that we meet the standards set out in the National Care Standards for Early Education and Childcare and has received excellent grades in its most recent inspection.

Staffing

The club has a dedicated staff team who are all members of the PVG Scheme and registered with the Scottish Social Service Council and undertake training on a regular basis to improve their practice.

Environment

The main club area is within the school having its own entrance to the rear of the nursery garden. This area is used before school for P3 – P7 children and after school for P3 & P4 children during term time. The modular building is situated within the school boundary and is used before and after nursery or school for the pre-school & infant children and after school for the P5 – P7 children with each room reflecting their age and stage of development.

During school holidays the club may operate from either the main club or modular building and parents will be advised which in advance.

Policies

Policies and procedures are in place to ensure that children are well supervised at all times and that they are kept safe from harm.

Activities

The club provides a wide range of activities to suit the ages and needs of all children.

Activities provided daily include arts & crafts, reading, games, computer games, quiet area, P.C., indoor games, outdoor activities & sports, chat area, soft play and lots of other toys and equipment.

Food and Drink

In the morning children will be provided with a breakfast which includes a choice of cereals, fresh fruit, yoghurts, toast and other bread products e.g. waffles and bagels. A choice of fruit juice, water or milk is served with breakfast.

A healthy snack and a drink is provided during all sessions in line with the Schools (Health Promotion and Nutrition) (Scotland) Act 2007. The snack menu is displayed on the parent's notice board.

Children attending AM or PM pre-school sessions must bring a cold packed lunch with them. Lunch will start at midday.

On in-service days and during holidays children must bring with them a cold pack lunch.

Water is available at all times during all sessions.

Religious and other dietary requirements are catered for on request.

Fees

The fee level is set by the Management Committee and is reviewed annually, in May. The Management Committee carry out a financial sustainability survey at this time to ensure that the fees meet the expenditure the club incurs.

Fees are invoiced on a monthly basis and payment is due within the first week of the month.

Payment methods include cash, cheque, direct credit, childcare vouchers or by an external organisation, e.g. University or college.

Fee Levels change in July each year and are currently set at:

Term Time

Morning Session	£ 3.50
Afternoon Session	£ 7.75
Pre-school Session *	£ 7.75

Holidays/In-Service Days

½ Day (AM or PM)	£ 8.50
Full Day	£17.00

Membership Fees **

Full Membership	£15.00
Holidays Only	£10.00

* Session times between 7.30am – 3.15pm are determined by nursery attendance.

** Membership year from July - June

The Staff Team

Manager

Margot Bruce

Deputy Manager

Nicola Dall

Supervisor

Andrea Bisset

Deputy Supervisors

Kim Falconer Loraine Matheson

Senior Early Years Practitioner

Cheryl Gardner

Early Years Practitioner

Holly Thomson

Senior Play Workers

Karen Falconer Trish Walker
Helen Smith

Support Workers

Mark Bremner	Louise Cadger
Lynn Crichton	Sarah Curran
Debbie Dunbar	Molly Falconer
Cheryl Garner	Zuleka Ismail
Attia Khalid	Pat Lundberg
Gemma Matheson	Kayleigh Mitchell
Stevie-Leigh Moir	Duncan Robertson
Shona Smith	Bing Walker
Callum Walker	Kayleigh Winton

FORTHILL OUT OF SCHOOL CLUB

COMMITTED TO PROVIDING
QUALITY CHILDCARE MEETING THE
NEEDS OF CHILDREN, PARENTS
AND THE COMMUNITY



*Open term time from 7.30am –
9.00am and 3.15pm – 6.00pm*

School holidays from 8.00am – 6.00pm

*Pre School provision in partnership
with Forthill Nursery*



Forthill Out of School Club
c/o Forthill Primary School
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Broughty Ferry
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A SCIO in Scotland SC036248