



Bright Little Minds Information Pack

Wrap-around sessions

Bright Little Minds
The Parish Rooms
Broadwater west street
BN14 9DE

Company Number: 13270673

Bright Little Kiddies Limited, as the registered person, is registered as a provider of childcare on non-domestic premises on the Early Years Register and the compulsory part of the Childcare Register at: Bright Little Minds 90 Broadwater Street West Worthing BN14 9DE

Setting Reference Number: 2751556

The registered person must comply with the requirements for the Early Years Register set out in the Statutory Framework for the Early Years Foundation Stage.

This includes a requirement to give parents information about their provision. The registered person must comply with the requirements for the Childcare Register

Welcome to Bright Little Minds Afterschool Club

We are open between Monday, Tuesday, Wednesday, Thursday & Friday 7.30am – 8.45pm school drop off/ school pick up 3.15 pm to 6pm

7.30am – 8.45	£7.00 breakfast included
3.15pm to 5.30	£15.00 light snack included
5.30pm to 6pm	£4.00

Children will be collected from school by Bright little Minds Staff and walked to the Parish Rooms across Broadwater Green.

There will be a selection of play activities plus art and craft for your children to freely access, we have a small secure garden, but may take the children onto Broadwater Green when the weather is fine. (with permission from Parents/Carer)

Breakfast and Light snacks are provided, and fresh drinking water is always available

Collecting children at the end of the day, we ask you to wait outside. We will escort the children to the door individually and hand over to the parent/carer collecting that day.

Fees

Deposit of £10 along with the registration form is required to secure your child's place (this fee will be deducted from your last fees when leaving wrap around care service as long as the 4 weeks' notice is adhered to.

Bank details Bright little minds 23-69-72 27315385 Please use your child's name as reference

Parents are required to pay in full for any absences including children's annual holidays.

Late collection fee £5 for first 15 minutes and £1 per minute thereafter.

Late payment fee £5 per day, unless you have discussed this with management.

4 weeks' notice, in writing is required to change or cancel with Bright little Minds; otherwise, parents are liable for a month's fees in lieu of notice.

It is important to inform us if your child is absent from school by telephone by leaving a message on the settings phone **07482311211**

There is always a member of staff on the premise who is paediatric first aid trained

Level 3 qualification in childcare learning and development or equivalent

All staff have safeguarding training

If you are unavoidable detained when collecting your child, please phone **07482311211** to let us know, so that we can reassure your child. It is important for us to know who will collect them and we must be told of any changes to the normal arrangements. Anyone collecting a child must be over the age of 16. We will never let your child leave with a stranger.