



Trinity Plus - After School Care Information to Users

Levels of staffing

There will be a maximum of 24 children at each session and there will always be two staff members. All staff are DBS cleared and currently employed at Trinity School as Teaching Assistants or Lunchtime Supervisors. They have a wealth of experience working with children.

Collecting your Child(ren)

Parents will need to enter the school through the old Library Door which is adjacent to our large playground. Parents and carers need to park on the road, (the school car park is out of bounds).

Activities

These include drawing and colouring; construction activities with Lego and other materials; puzzles and games; outside play and occasionally they may have access to computer games or watch a film. Older children may choose to use the time (and school resources, including laptops) to do their homework!

Trinity Plus will take place in an open-plan area in school. Children will use 'Pine class' toilets and there will be full access to our disabled toilet if necessary.

Drinks

Let us know what drink your child would like. Those children who are remaining until 5.00pm will receive a small snack (toast, fruit, vegetables, rice cake, glass of milk or plain biscuit etc).

Medical information and what to do if your child is sick

Trinity Plus staff will have access to the contact details and allergy details that the school hold (please see separate letters). Please telephone the school to let us know if your child is not attending a pre-booked session for any reason.

Trinity Plus staff will also have access to medical records the school holds. This is information you have given us regarding any condition past and present, for example asthma and allergies. Do feel free to chat to Trinity Plus staff if you wish to update or clarify any issues. Staff will be discrete and understand that you may declare confidential information to them.

Paying for Trinity Plus and giving notice to stop using the provision

Payment will be in advance for a half term of sessions through ParentPay. You will be invoiced as we get near to the end of each half-term for the next set of sessions. We cannot refund you for sessions your child misses through illness or any other reason. We would need at least two weeks notice if you wish to stop using a session or sessions. Trinity Plus can only continue if it is able to generate the funds to cover running costs.