

## Holiday Club is open from 08:30 to 17:00

### Contact details for Holiday Club

The Club Phone is 07908 353041 on while Holiday Club is open.

Lesley is on 07762 053085 between 07:30 and 18:00.

Or email [lesley@knutzclub.co.uk](mailto:lesley@knutzclub.co.uk). (checked each evening)

### Who is coming to Holiday Club?

Holiday Club is open to any primary school aged children who live locally. Our Knutz Club staff will be working in shifts during Holiday Club. Staff will try to give parents/carers a brief outline of their child's day at pick-up time but just ask if you need more detail and would like Lesley to call you.

### Arrivals and departures

Enter and leave using **BALMORAL ROAD** gate. Come round the left of the building to the red double doors to the dining hall.



One of us will be at the dining hall door to welcome children between 08:30 and 09:00.

If you bring siblings who are not attending club with you to drop off or collect, please keep them with you.

You'll collect your children from the same place at the end of their session.

Just before 15:30 and 17:00, a Knutz Club staff member will bring the children due to leave to the door ready for collection.

Parents/carers should arrive on time to collect children and to leave promptly with them.

### Remember to tell us if you plan to drop off or collect your child outside of these times.

If the gate is closed and we are not in sight just call or text the club number 07908 353041 and we will respond as soon as we can. Please do NOT buzz as the school office is closed.

**If you are delayed, phone us straight away to let us know what alternative arrangements you have made for collection.**

### Be prepared whatever the weather - remember, we will be outside as much as possible!



Please make sure that your children come appropriately dressed to play. Comfy clothes, such as T shirts and shorts or trousers are best.

They need comfortable shoes or trainers with straps or laces for running around outside, riding on bikes or scooters and going on the climbing frame.

Do check the weather yourself: if it is cold or rainy, send a jacket & jumper. If children wear wellies, they will need shoes for indoors too. If it is sunny children might need a hat or suncream.

**Remember the children will be playing outside and they may well get messy or dirty.**



# Holiday Club Autumn 2025



## Child Safety, Health and Hygiene

We aim for everyone to stay safe at Holiday Club. To protect children and adults we will take the following steps:

- We will try to keep the playground gates and external door closed. Please wait at the dining hall door and we will collect or return your children there
- There may be tradesmen in school doing planned maintenance. Staff will supervise children while they play and we will expect children to stay in the areas we ask them to play
- Staff will ask children to wash their hands thoroughly, before food, after using a tissue and after going to the toilet
- We will check and clean the areas children use during the day
- Our play areas will be arranged to avoid overcrowding and doors and windows will be open for natural ventilation
- The Club will take place outside in the fresh air as much as possible

You are responsible for keeping us updated on your child's current health information. **We can only give medication to children if you provide the medication and complete a permission to administer medication form for each medication.**

Children may not attend club if they are unwell. If your child vomits or has diarrhoea, they can return 48 hours after the last incidence.

If your child becomes unwell at Club, we will call you. You will need to collect them without delay.

## Food and drinks

Each child will need a water bottle, just for WATER during the day. They will need a packed lunch that they will be able to manage themselves. Lunches will not be refrigerated. **REMEMBER NO NUTS**, some children attending have allergies and please, **no sweets or chocolate**. We will provide breakfast and any other snacks and drinks needed during the day.

## What shall we do at Holiday Club?

Children will be able to make up their own games and play and have fun with their friends. We will ask children what they want to do each day and hope we will find time to do something for everyone.

**Children should not bring their own toys or any valuables to Club.**

Do please check our website [http://www.knutzclub.co.uk/holiday\\_club/holiday\\_club.htm](http://www.knutzclub.co.uk/holiday_club/holiday_club.htm) for updates about holiday club, call **07762 053085** or email [lesley@knutzclub.co.uk](mailto:lesley@knutzclub.co.uk) if you still have questions about holiday club.

We are looking forward to seeing you at Autumn Half Term Holiday Club!

*Lesley*

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