

## Location and premises

The club is conveniently located in rural surroundings, near Southbourne, less than a mile from the A259. Its facilities are contained in two renovated, period barns and the old farmyard is now one of the outside play areas. The kitchen is fully equipped for the preparation of a wide range of hot and cold food for those children who stay for lunch.

## Car parking

Please use the ample parking areas sensibly when delivering or collecting your child and remember that we have neighbours who need access. With young children about, extreme care must always be taken in the car park and driveways, particularly when reversing. The club accepts no responsibility for injury, damage or loss to persons, vehicles or property in the car park.

## Links with home

The club encourages links with home and puts a high value on parents' knowledge and understanding of their child. We ask you to keep us informed of your child's likes and dislikes and any special needs. A Keyperson will be allocated to look after your child's interests. Names of Keypersons are displayed on the wall in Freezone. Children are encouraged to bring games to the club provided they are suitable for their age range.

## Booking in

If you wish to book your child into Freezone out-of-school club, please read the attached sheet 'What you need to do to book in at Freezone'. If your preferences are not available, we will put your child's name on our waiting list. Deposits are only returnable under certain conditions - please see the booking form and terms and conditions for details.

## Fees

Our current Schedule of Fees is enclosed. If you have a pattern of child care requirements which does not immediately fit into our normal fee structure, please discuss this with us, as we aim to be as flexible as possible.

## FREEZONE

### INTRODUCTORY LEAFLET



Principal: Stephanie Hickmore NNEB

Address: c/o Loveders Nursery School  
Priors Leaze Lane  
Nutbourne  
Near Chichester  
PO18 8RH

t: 01243 377934  
f: 01243 370049  
e: school@loveders.co.uk  
w: Loveders.co.uk

Times of opening: Throughout the year, Mon - Fri, 8.00 am - 6.00 pm, except Bank Holidays and two weeks at Christmas

Age group: Four to twelve years

Staff: Most of our staff are qualified in child care and others are working towards qualifications. All staff regularly attend additional training sessions to add to or refresh their knowledge and skills.

Ofsted: The club is registered with Ofsted Early Years and will experience inspections every few years. These ensure that the club meets the required standards set out by the DCFS.



New Opportunities Fund  
LOTTERY FUNDED

## Aims and activities

The club aims to provide a safe, secure, happy, stimulating and challenging environment for 4 to 12 year olds before and after school and during the holidays.

We offer a delivery and collection service to and from local schools. A drink and snack are provided when the children arrive from school.

The children are encouraged to make choices about how they spend their time. Amongst the activities available are artwork, outdoor play on bikes, skateboards or roller blades, hockey and football, indoor games, books and computer software, table tennis and table football.

We recognise that after school, children primarily need to relax and play, but they can also do their homework in a quiet area and help is at hand if needed.

Younger children can choose to join in activities in the nursery school, which operates on the same site.

During holidays, we arrange a number of outings for activities such as ten pin bowling, swimming, ice skating and others.

## Meals and refreshments

Children may bring a breakfast snack with them if they attend the term time 8.00 am to 9.00 am session. Children collected by us after school will be given a drink and snack at 3.30 pm

During holiday and half term periods, drinks and snacks are provided during the morning and afternoon sessions at around 10.30 am and 2.30 pm respectively.

A wide and balanced choice of hot and cold food is offered to the children for lunch. If your child has any particular loves or hates, or if there are any dietary matters about which we should know, please tell us by entering them on the booking form.

We can provide a light tea for children who stay beyond 4.00 pm, or you may provide this yourself.

## Payment of accounts

We issue invoices for each month at the end of that month. Payment (by internet payment, employer voucher, cash, cheque\* or credit\* or debit\* card, made payable to Loveders Nursery School) must be made by the due date on the invoice. Failure to pay in this time shall be a breach of contract and may result in a child losing its place as a result. Administration charges will be levied on overdue accounts. Payment of these shall not be a remedy for such a breach but is merely a method for us to recover the additional costs incurred in chasing late payment. \*note, charges apply

**Payment is due for your child's booked place irrespective of subsequent non-attendance unless you give us adequate notice.**

## Times of opening

During holiday periods and for inset days, the club provides three-hour sessions morning and afternoon and a lunch time session each weekday as its core provision.

Morning 9.00 am to 12 noon

Lunch from 12 noon to 1.00 pm

Afternoon from 1.00 pm to 4.00 pm

In addition, we recognise that many parents need child care outside the standard session times, so the club is open from 8.00 am until 9.00 am and from 4.00 pm until 6.00 pm each week day for additional care, so that, within these hours, you may select the provision that best suits you.

During term time, you can deliver your child to the club from 8.00 am and we will take him or her to school. We will collect your child from school at normal school finishing time and bring him or her back to the club which closes at 6.00 pm. We may sometimes be able to collect children after school clubs such as football. Please discuss any such need with us and we will try to assist. We support this service to Funtington, Southbourne and Chidham schools. Other schools will be considered if we have the capacity so please ask.