**(all ages)**

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**Hello and welcome to WOW Club!**

**ALL CLUBS START ON THURSDAY 4TH SEPTEMBER**

We run the school’s Ofsted registered (pending) wraparound care provision every day of the academic year until 6pm. We also run holiday clubs through the school holidays. We follow exactly the same term dates as the school, which can be found [here](https://www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/school-term-dates/).

You will soon be able to add us to your Tax-Free Childcare account now under the name WOW Club London Meed. If you use childcare vouchers, you’ll soon be able to set us up as a provider and [let us know](mailto:loxwood@wowclub.co.uk) if you need anything from us. We’ll be happy to help!

Once you've received your invoice, if you then request a change to your booking, WOW Club charges a £5 change fee per change, per child. If you're thinking about signing up for a school-run club, we recommend waiting until those bookings open before finalising your WOW Club sessions, to avoid any unnecessary charges. We’d like to reassure you that we have the capacity and staffing to accommodate all children, so there’s no need to worry about places filling up while you wait.

**Quick Links:**

[New Regular Booking form](https://docs.google.com/forms/d/e/1FAIpQLSeurydDCTZ6-2ekCkmc1ggzBYw-nwfs6FxM5mvfKHx_GIHvZw/viewform?usp=header)

[Ad hoc bookings](https://docs.google.com/forms/d/e/1FAIpQLSdZASReVlZfD_k_RQVkFw6lYkxbU381-4I9-FI843ZC0AcUwQ/viewform?usp=header)

[Email us](mailto:londonmeed@wowclub.co.uk)

[WOW Club Policies](https://docs.google.com/document/d/e/2PACX-1vTUksx2ACljwlvNPa_sLGDaB9_dyfBgbRPS9NhtxQSZ8SLFpY7WGBuVm4ktkLZi0e96nRXH9orL_pgQ/pub)

**Breakfast Club**

Breakfast Club starts at 7.15am and runs until children are taken to their classrooms for the start of the school day. Breakfast is provided until 8.00am, and children who arrive after this time will not be offered food. Children should bring their own water bottles to drink.

We provide fresh fruit, cereal and toast and will cater for all dietary requirements for those children with regular club bookings. If you book an ad hoc session, we will do our best to cater for dietary requirements but we cannot guarantee this will be possible.

Children will have the opportunity to play indoors or outdoors during Breakfast Club.

**After School Club**

After school club starts when your child finishes school and we collect them from their classroom. We offer early (until 5pm) and late (until 6pm) sessions and always hold some spaces for ad hoc bookings for those days where you just need a bit of extra time, as well as extensions if you’re booked for an early session but can’t make it on time!

We are flexible with pick up times and you can ring our doorbell if you arrive early to take your child home. We do operate a late fee for any parents who are late to collect their child. This enables us to keep our normal prices as low as possible. This is explained in our [bookings policy](https://docs.google.com/document/d/1VZgpDgjdcNlb3NF_-ZuGGHcAk1zlFaxYY3j5yzA2WOA/edit?tab=t.0).

**Holiday Club**

**We will be releasing dates for our first holiday club, in October half term, very soon!**

Our holiday club days are filled with fun activities with opt in structured sessions and free play. Children love coming to WOW club because they can choose activities which cater to their interests and enjoy lots of free play time too.

Children should wear comfortable clothes, seasonally appropriate layers, and bring two snacks, a packed lunch and a named water bottle to holiday club.

We start at 8.30am and offer school day (until 3.15pm) or full day (until 6.00pm) options. While your child is with us, they will have the opportunity to take part in a range of sporty, creative, outdoor and indoor activities. Here is what a typical day looks like:

08:30 - Arrival and free play

09:00 - Parachute and team Games

10:00 - snack time and free play

11:00 - Clay pottery making

12:00 - Obstacle course and scooters

12:30 - Lunch and Free Play

13:30 - Science experiment

14:30 - Forest School

15:15 - Home time and free play

16:00 - Afternoon snack

16:30 - Bench Ball

17:00 - Glow up Disco

17:45 - Pack up and home time

18:00 - Club closed

**About WOW Club**

WOW Club is a fun, friendly and interactive setting. Our focus is to provide an environment where children can learn through play. We aim to extend social and learning opportunities beyond the children's school day and to surround them with a team of caring staff who will get to know your child and plan activities to nurture their interests.

Children can play football, run around, have fun with our hula hoops, or create their own world outside in the school playground. We encourage children to go outside in all weather and they love the fresh air.

Inside, we have at least four stations, where children can join our daily, staffed arts and crafts activity, play with lego, play interactive board and card games, or play freely with their friends.

We also have a Play Zone - this is just for our reception children. Although children in reception can use everywhere in the club, and they do, they also have this space just for them which is full of toys for them to play with if they need a bit of down time after their day at school. There is always a dedicated member of staff supervising our Play Zone.

**How to Book a place at WOW Club:**

If you have any queries about the booking process below, please see our [bookings policy.](https://docs.google.com/document/d/1VZgpDgjdcNlb3NF_-ZuGGHcAk1zlFaxYY3j5yzA2WOA/edit?tab=t.0)

If you have never used WOW Club before, we will ask you to register as a new starter. This will involve completing two online forms and paying our £20 registration fee. You will only ever be asked to pay this fee once, and this ensures you have a profile set up on our system which is maintained by us. It also means you can make regular and ad hoc bookings.

Our new starters form will be shared in the next couple of weeks. Once you have completed this, we will contact you to ask you to complete one more form and pay our registration fee.

Once you have a regular place at WOW Club, bookings work on a rolling basis. This means that your place will automatically roll over to the following term unless we hear from you. We operate an opt-out service, and therefore you must inform us by email if you would like to cancel your place. Cancellations will be actioned from the following half term after we receive your notice. WOW Club places are non-refundable from the point of invoices being sent.

Once your invoice has been issued, it is payable within 7 days. Should you need to make any changes once your invoice has been issued, these will be charged at £5 per change, to cover the accounting and administrative costs incurred by us to make these changes.

We are usually very happy to give deadline extensions for payments. However, if we do not hear from you to request this, a £10 late fee will be applied to overdue invoices per 30 days that it is overdue.

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| **WOW Club Times and Pricing** | |
| Breakfast Club (from 7.15am) | £8.00 |
| Breakfast Club (from 8.00am) | £5.00 |
| Breakfast Club Ad Hoc Booking (from 7.15am) | £9.50 |
| After School Early session (until 5.00pm) | £10 |
| After School Full session (until 6pm) | £15 |
| After School Ad Hoc Early Session (until 5.00pm) | £11.50 |
| After School Ad Hoc Full Session (until 6.00pm) | £16.50 |
| Holiday Club School Day (8.30am until 3.15pm) | £32 |
| Holiday Club Full Day (8.30am until 6.00pm) | £36 |