



E: birkdale@kellyclub.co.nz

P: 027 932 9872

W: www.kellyclub.co.nz



Birkdale School



What we offer:

- ~ A safe and supportive environment for your kids out of school
- ~ Trained and experienced staff
- ~ Structured activities in sports, cooking and arts & crafts
- ~ Relaxation 'chill out' time
- ~ Yummy healthy food
- ~ FUN, FUN and more FUN

Kelly Sports



Crafts



Cooking



Games



Welcome...

...to Kelly Club – Birkdale School! We believe in giving children opportunities to do the things they love and enjoy in a supportive and encouraging environment.

We provide quality childcare in safe and fun surroundings for children out of school. Our before and aftercare programmes are focused around sports, cooking, art and craft activities as well as relaxation time around a busy day at school. Children will be encouraged, educated and entertained during their time on our programmes.

Our friendly staff are passionate about working with children. They are provided with training on behaviour management techniques, first aid, art and craft activities and a range of basic sports skills.

Programme Information...

Beforecare Programme – 7.00am-8.30am (during school term time)

Our Beforecare Programme will offer opportunities for children to choose between a range of art and craft activities, games, Lego, books and free play equipment. Staff will lead a variety of small projects each term.

Aftercare Programme – 3.00pm-6.00pm (during school term time)

Our Aftercare Programme will be focused around sports, cooking, art and craft activities as well as structured 'free-time' after a busy day at school. These activities will be incorporated into themed subjects each week that give children the opportunity to extend their learning outside of the school classroom. There will be set time for children to complete homework should they (or their parents) want homework completed before they are collected.

All children on our Aftercare programme will be provided with afternoon tea at approximately 3.15pm each day. Afternoon tea will include sandwiches on wholemeal bread, fresh fruit and water. Children that are still on the programme at 4.45pm will be provided with snacks such as muesli bars, crackers, cookies and fresh fruit to keep them going.



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Cost...

Beforecare - Daily Fee per child:

Standard Session - \$6.00

Casual rate* - \$8.00

Please note casuals can only be taken if we have free space between our staff:child ratio

Aftercare - Daily Fee per child:

Half Session (3.00pm-4.30pm) - \$8.00

Full Session (3.00pm-6.00pm) - \$15.00

Casual Rate - \$18.00

Please note casuals can only be taken if we have free space between our staff:child ratio

Booking Information...

There are a couple of easy options to find out more information or to book your child/ren onto the Kelly Club Programme:

~ Visit our website www.kellyclub.co.nz

~ Email us at birkdale@kellyclub.co.nz

~ Call us on 027 932 9872

~ Visit the programme during operation hours (7.00am-8.30am and 3pm-6pm weekdays)

A booking form must be completed for each family. Payment is required upon invoice on a weekly basis.

All accounts are expected to be settled at the conclusion of each term. Our account details for Internet banking are:

Account name: Kelly Club Birkdale Limited

Account number: 03-0285-0320218-00

Please ensure that you reference the surname and first initials of your child/ren whenever a payment is made. Please make all **cheques payable to 'Kelly Club'**.

If for any reason you are unable to pay on time, please contact us in advance.

Please note GST receipts will not be provided, please retain a copy of invoices for evidence of childcare costs for tax purposes if applicable.

Terms and Conditions...

Every care will be taken to ensure the safety of your child/ren and their property. However, organisers of Kelly Club **accept no liability** for any injury sustained to your child/ren or any loss or damage to his/her property whilst on the programme.

In an **emergency situation** where your child/ren needs medical attention, staff will ensure that every effort possible is made to get hold of the caregivers/emergency contacts. If contact is unsuccessful, the Programme Supervisor will administer any medical treatment deemed necessary by a professional.

Operation hours for our beforecare programme are 7.00am-8.30am and for our aftercare programme are 3.00pm-6.00pm sharp. If your child/ren is collected after 6.00pm this will incur a late fee of \$15 per ¼ hour (or any part thereof).

For aftercare, if your child/ren is booked in for a half session to be collected before 4.30pm, and is collected after this time, a full session rate will be charged for this day.

Parents/caregivers **must inform us** via email, phone, text message or in person if their child/ren will be absent for any reason from the programme. Please note that as long as we are notified prior to 12noon on the day your child/ren will be away, you will not be charged.

Changes in your child/ren's regular booking may be made with prior notice.
Upon drop off and pickup, caregivers are required to sign the child/ren in/out everyday.

Please note that staff may be required to assist children in applying sunscreen during summer terms.

Fees will not be allowed to be in arrears beyond one month. All accounts must be settled at the conclusion of each term. A late payment fee of \$20 will be charged for each week fees are in arrears beyond one month and for accounts not settled by the end of each term.

But Wait – There's More...

We are Child, Youth and Family Approved

Kelly Club is a Child, Youth and Family OSCAR approved programme provider, this means our programme operates to CYF guidelines for best practice. Parents/caregivers that meet certain criteria will be able to access a **WINZ subsidy** to help cover the cost of our programme. For more information please go to <http://www.workandincome.govt.nz> or contact us.

