

## **Class of Their Own After School Club Newsletter**

Dear Parent,

Welcome to our first newsletter of the school year – and a particular welcome to all families who will be joining our clubs for the first time in September.

In this newsletter you will find:

- **Checking Your Contact Information**
- **Summer Holiday Review**
- **Paying Monthly and Invoice Due Date**
- **Next Parent Forum**
- **Staff Team**
- **Child Not Attending Process**
- **Changes to Parking Near Schools**
- **Homework Area**
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- **New Reception Children**
- **Positive Behaviour Top Tips**

### **Baby News!**

We are delighted to let you know that Sam is pregnant. Her baby is due on 17th February 2012. Sam will be taking a year off after the baby is born. We are currently working on plans regarding Sam's replacement, and will let you know as soon as they are finalised.

### **Class Of Their Own Award Winners**

At our all staff summer training day we were delighted to hand out awards to individuals and teams who have gone above and beyond over the past year. Everyone has worked extremely hard in the last year, and it was very hard for us to select the individual recipients of each award.

The winners this year are:

- Erika – Bank Playworker of the Year

- Ryan – Playworker of the Year
- Suzanna – Team Member of the Year
- St Bart's – Team of the Year

We hope you find this newsletter useful and informative, as always, if you have any questions, comments, concerns or feedback, please speak to your club supervisor, or get in touch with us.

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### Parent Forum - 2nd November

Hold the date! If you would like to join our Parent Forum, please put 2nd November in your diary. We will send out more details nearer the time including information about how to register for the event.

Parents from all clubs are encouraged to attend. The Parent Forum will be at St Paul's School, St Nicholas Road,



### Staff Team

September is always a time of change for our staff teams. Students who have been with us for years graduate and move on, other students have changes to their timetable and are not able to work, which means that we often have a bit of a re-shuffle with staff being promoted and moved to new clubs, so you may see one or two new faces in September.

Brighton at 7.30pm.

We are still in the process of putting the teams in place in September, and details of all teams will be on our website. We are very lucky to have a low staff turnover, and most of the team will be exactly the same as last year.

### **Child Not Attending**

Just a quick reminder, if your child is booked into the After School Club and is not attending, please let the club know. It is not the school's responsibility to let us know that your child will not be coming to the club. It is really important that you do this as it is vital that we are able to account for every child. If your child is not in the club and you have not told us, we will need to contact you. This is very time consuming and could lead to delays in us either waiting for the Infant Collection or identifying if a junior child had not arrived at the club. If you do not let us know that your child will not be attending the After School Club, the supervisor may charge you a £1 fine to cover the time and cost of trying to track your child down. We would rather not do this, but need you to understand how important it is that you let us know if your child will not be attending.

### **Summer Holiday Review**

We can't believe the summer holidays are nearly over for another year. This year has been our busiest year ever, and the feedback has been fantastic. This summer has seen the launch of a 'Featured Daily Activity' and 'Own Zone'. The Featured Daily Activity has been one activity that all children have been encouraged to participate in so they have something to bring home at the end of the day even if they do not want to participate in all the other organised activities that we do. Own Zone has been developed in response to child and parent feedback that the juniors sometimes want to do something different to the Infant children, so each morning and afternoon a small group of children have been able to go and do their own thing for an hour at a time. Whilst the juniors are doing 'Own Zone' the infant children will be doing their own exciting activities.

Highlights of the summer are often the trips, and the children particularly enjoyed the day trip to Tilgate Park and the bowling and Yellow Wave trips.

October half term plans are well underway, and will be available on our website by Monday 12th September. Downs Junior will be closed for building work over October Half

Term. We will open at a club in Brighton, please take a moment to let us know your thoughts about where you would like the Brighton club to be located if it is not at Downs Junior:

[http://www.classoftheirown.com/holiday\\_clubs/downsquest.php](http://www.classoftheirown.com/holiday_clubs/downsquest.php)

### **Paying Monthly and Invoice Due Date**

Nearly half of all After School Club parents have already joined our pay monthly scheme, and if you have not already joined, September is a great time to join!

Once you join the scheme, your price is set for a full year. This means that if our prices increase in April, you would only pay the increased price in September. As a further incentive to join the pay monthly scheme, is that you are allowed to do the same number of swaps per year as your child's weekly sessions (for example if your child attends 4 sessions per week, you can swap 4 sessions per year). Finally, it makes your finances more manageable as your After School Club fees are spread over 12 equal payments.

The Pay Monthly scheme means the supervisor spends less time doing administration and is able to spend more time in the club with your children.

Monthly payments are either made by you setting up a standing order with your bank, or setting up a regular childcare voucher payment to come into our account.

If you would like to find out more, please [click here](#).

If you join the pay monthly scheme now, please do not pay your Half Termly September invoice.

**If you pay your invoice half termly, your invoice for this half term is due for payment before Friday 16th September.**

### **Changes to Parking Near Schools**

As of 1st September Brighton and Hove Council have extended the hours in which there is no stopping outside the school to now be from 8am to 6pm. This means that if you currently park on the yellow zig-zag lines to pick up from after school club you will no longer be able to do this from September. The only exception to this rule is in the month of August. This affects the following clubs:

- Stanford Junior school
- St Paul's Primary school
- Our Lady of Lourdes Primary school

- St Christopher's school
- St Bartholomew's school

### **Homework Area**

Every club now has a 'Homework Area' for children who want to do their homework. Our clubs are play settings, and no children will be made to do their homework, but please let your child know that if they would like to do their homework at the After School Club, they can.

### **New After School Club Launched**

We are delighted to announce we will be opening a new After School Club at the newly refurbished Connaught School in Hove. We will be opening when the school opens in September.

### **ASC Newsletters Now On Web**

We have started to put After School Club newsletters on the individual club page. If you have seen something in a newsletter, and would like to refer back to it, simply select your After School Club, and from there you will be able to find the archive of newsletters.

### **New Reception Children**

If your child is joining Reception in September, we are planning an induction process for parents who want to find out more, and additionally we will be happy to make an arrangement for you to visit the After School Club with your child. Details are in the process of being finalised and full information on the Reception Induction will be posted and or emailed to you.

### **Positive Behaviour Top Tips**

As part of the summer training day, everyone was asked to give their tips on how to promote positive behaviour. Some of the tips were specific to large groups, however, we thought we would share the tips that might be helpful to parents.

- Catch them being good and remind them of this when they are behaving negatively
- Praise when a child is kind and helpful
- Use non-verbal gestures/communication
- Use positive reinforcement e.g. 'well done for sitting so well Johnny'
- Use clear communication and explain why
- Listen to the children
- Give the children a choice
- Keep your tone of voice calm
- Give lots of attention to positive behaviour
- Sing a song and get them to join in

- Clicking, clapping and copying
- 'Copy me' game
- Use simple instructions
- Make expectations clear
- Clear awareness of boundaries
- Ask them if they think their behaviour is appropriate
- Keep consistent
- Encourage each child to take responsibility for their own behaviour
- Make the children aware of how their behaviour affects others
- Make them think about their behaviour – ask them questions
- Use distraction when faced with negative attitudes
- Look for the positives rather than the negatives
- Appeal to empathy and encourage positive relationships
- Relate to a personal experience
- Counting down
- Wait until everyone has stopped talking
- Praise honesty
- Create a positive environment
- Sympathise with emotions
- Find out why the behaviour happens
- Offer positive choices
- Allow the children to solve the problems themselves
- Ignore previous behaviours and respond to the positive
- Anticipate good behaviour – praise good/preferred behaviour before the event/task
- Instead of telling a child off, make them laugh
- Diffuse negative with positive
- Use a positive strategy e.g. an argument – share opinions and listen to resolve the conflict quickly
- Make a game out of it e.g. turn a negative into a positive