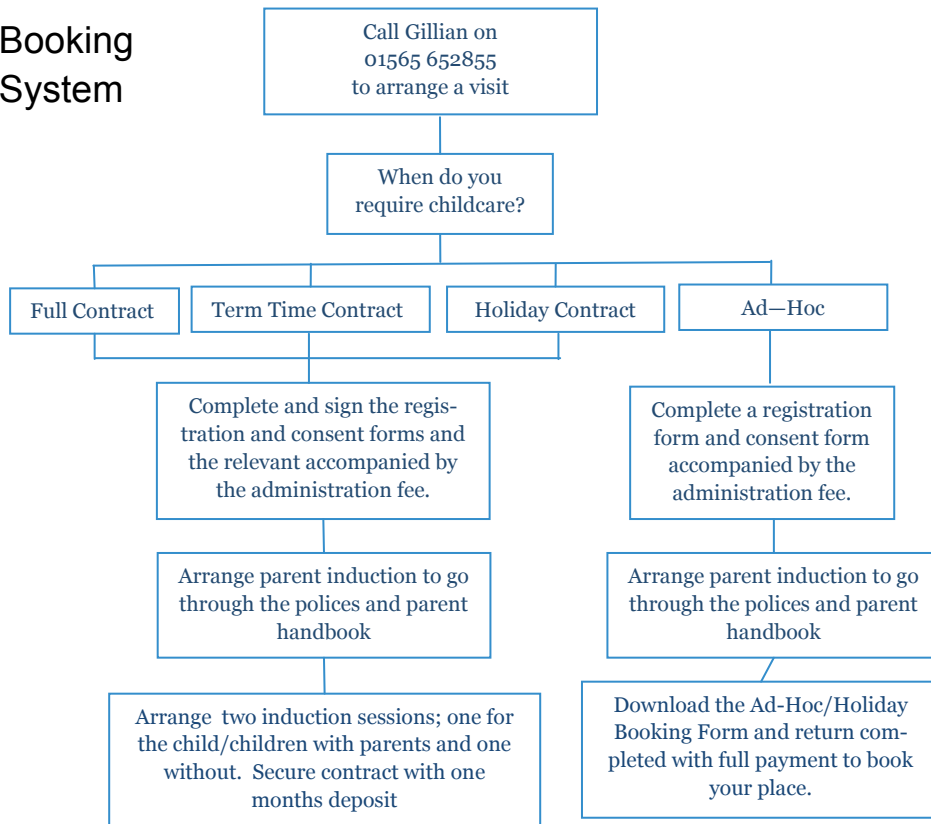


Booking System



Budeez

Out of School Club



Budeez Website



Visit our website at
www.budeez.co.uk

- See our Ofsted Report
- View testimonials
- Read the latest Newsletters
- View our photos
- Download booking forms
- Register online for more information

OFSTED registration number: EY348909
Website: <http://www.budeez.co.uk>
Email: admin@budeez.co.uk

Knutsford Methodist Church
Community Rooms
Princess Street
Knutsford
Cheshire
WA16 6BY



QUALITY CHILDCARE FOR CHILDREN AGED 3 TO 11

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Our Aims

- To enhance the personal, social, emotional, physical and intellectual development of children aged 3 to 11 years.
- To offer children freedom of choice in a structured setting
- To promote community involvement and awareness and to create confidence and good relationships with staff, parents/carers, children and the community, helping to produce the highest quality provision possible.

- To provide a fully inclusive provision that where possible ensures every child is included and no child is disadvantaged.

About Budeez

Budeez is an 'Out of School' club, registered with OFSTED and run from a central location in Knutsford. The club provides childcare for children aged 3 to 11 years in a safe, stable, stimulating and happy environment.

The provision is for parents and carers who wish to have more flexibility in their working arrangements and who require high quality, reliable and affordable childcare.



"Overall quality is good."
"Excellent relationships are established with parents."
"they offer a wide range of exciting activities and experiences."
"The Manager shows pride in her work and a strong commitment to quality of the provision."
OFSTED report (Feb 2011)



Phil
Bus Driver



Jamie
Playworker



Judith
Playworker



Jessica
Playworker



June
Playworker



Victoria
Playworker



Maddy
Playworker HC



Jenny
Playworker HC



The Budeez Team

Gillian Warman Manager/Proprietor



Gillian has over 25 years experience in childcare and was one of the first to receive 'outstanding' from OFSTED. Gillian is a qualified Playworker with a NVQ Level 3 and is a Special Educational Needs Coordinator and Safeguarding representative. She is also a qualified first aider.

Simon Warman Team Leader



Simon holds the following relevant qualifications and awards:

- Playwork NVQ Level 3
- Safeguarding
- First Aid
- Food Hygiene
- Full Scout (Leader) Warrant

Kylie Thomas Assistant Manager



Welcome to Kylie who has recently joined us and has relocated from Bangor(Wales) to the Knutsford area after completing a BA degree in Childhood Studies. She also has a First Aid qualification.

Welcome to Judith and Jamie who are working towards their NVQ's in Playwork.

For further information

visit our website at:

<http://www.budeez.co.uk>

Telephone: **01565 652855**
or **07834208195** (mobile)

Email: admin@budeez.co.uk

or



**7 Marcliff Grove
Knutsford
Cheshire**

Budeez Office Hours

Office hours: Monday to Thursday (9.30am—2.30pm)
Contact by email, text or mobile before 7pm

Our Provision

The Breakfast and After School clubs run every day during term time for children who attend Bexton and Egerton primary schools . Those who attend Egerton walk to and from school whilst the children who attend Bexton are transported in the Budeez mini bus or other authorised vehicles.

Transport Policy

All children walking to and from the club are closely supervised and provided with luminous jackets during the dark winter mornings and nights. Our transport is well maintained, regularly serviced and kept in a safe, road worthy condition. Booster seats are provided for all who require them. The vehicles are fully insured and driven by responsible senior members of staff. No additional fee is charged for children using our minibus service.

Breakfast Club

Our Breakfast club opens at 7.45am and is popular with parents/carers who need to start their working day early. Children who arrive before 8.15am will be offered a light

breakfast with a choice of cereal, toast, a selection of fruit and a drink.

After School Club

Children attending the After School club are collected from their schools by members of staff who are clearly identifiable in their Budeez uniform and identification badge.

Staff members wait in a pre-arranged area with a register which is taken as the children come out. Pre-school, Reception and Year 1 children are collected directly from their classrooms. Once all the children have arrived they are taken to the club.

A second register is taken on arrival at the club. The children are asked to wash their hands and are offered a light choice of snack from the snack bar before participating in any of the various activities on offer.

Regular pastimes include computers, arts and craft, sports, board games, drama, sewing, baking, music and dance. A quiet area is also provided for children who wish to read or make a start on homework. Age appropriate toys are provided for all ages and freedom of choice is encouraged.

At Budeez we endeavour to give the children every opportunity to be active. In addition to our spacious community rooms, we are fortunate to have the use of a large hall. We make use of this facility as much as possible to play ball games, parachute and active free play. During the summer months we take the children to local parks and playgrounds whenever the weather permits. We now also have an outdoor play area outside the club, you can see one of the children enjoying the space to the right!



golf and visit a large number of play areas. Trips are always popular so early booking is advisable. Many activities in the holidays are included in the price of attendance; however, it is sometimes necessary to charge an additional fee to cover additional costs such as entrance fees.

In addition, we also provide a collection facility for contracted parents who have children who stay on at school to participate in other after school activities.

As part of the registration fee the child of parents opting for one of our permanent contracts will receive a Budeez polo shirt, hat and water bottle. The shirt and hat must be worn on all off-site visits.

All our activities are flexible and adaptable according to the children's requests and needs. Whatever they decide the emphasis is always on **FUN!**

Parents/Carers should provide a packed lunch together with suitable clothing and appropriate footwear for the days activities. A spare change is advisable for the younger children in case required.

Holiday Club

Budeez welcomes children from all schools in the holiday club. Trips are organised to local amenities such as Chester Zoo, Manchester Museum of Science and Industry, and Styal Mill, We also go ten pin bowling, play crazy



Individual Needs

At Budeez we aim to include all children regardless of any special needs they may have. We recognise the importance of keeping our staff training up to date, especially on inclusion. Our Manager is a trained SENCO representative and Budeez will consider favourably all children who apply no matter what their individual requirements may be.

Adult to Child Ratios

Budeez aim to met the following criteria at all times and most definitely with our under eights.

- One adult for every 8 children
- One person with a relevant Level III qualification
- At least half of all other staff contributing to this ratio to be qualified with a relevant NVQ Level II qualification

In addition, all members of staff undergo a Criminal Record Bureau (CRB) check and adhere to Budeez policies and procedures as well as OFSTED guidance and regulations.

Working in Partnerships

As all children attending Budeez attend at least one other setting we recognise the importance of communication with those settings to ensure a smooth delivery of the Early Years Foundation Stage (EYFS) to the children.

Budeez staff meet regularly with Head Teachers and Reception Teachers. We invite them to visit our club so that they can understand how we operate on a day to day basis and to improve general communications.

Parents may ring Gillian at any time on her mobile, they can email or text her as well as make contact through our website, twitter and facebook.

Budeez staff are also encouraged to participate at meetings or courses organised by the local authorities within Cheshire East together with other national bodies such as 4Children.

Pre-school children are welcome in the term they are 3 to help build their confidence and form a smooth transition into school the following year.

General Information

Budeez now offer parents/carers up to two induction sessions for their child or children to help the settling in process. On each child's first day they will be introduced to everyone and assigned a "buddy partner" who will help them feel welcome.

Arrival and Departures

On arrival, parents, carers and visitors should press the buzzer for **Room 4** and be prepared to identify themselves. A member of staff will grant entry. For the safety and security of the children the doors at Budeez are kept locked at all times. On entering and leaving the building all users have a duty to ensure the doors are closed properly behind them.

Confidentiality

All staff observe a strict code of confidentiality, signing a confidentiality agreement before commencing employment. The agreement states that information about any child or parent/carer must not be divulged to a third party both

during or on termination of employment.

Equal Opportunities

Budeez is committed to taking positive and proactive steps to provide a safe and caring environment, free of discrimination for all members in our community. We are strongly supportive of measures that may counter discrimination in all practice of our work, our practice as employers, our integration with other organisations and in our work with the children and their families.

Promoting Positive Behaviour

The promoting of positive behaviour is very much dependent upon each child's stage of development, personality and maturity. Our aim is to show children the appropriate way to behave by respecting their peers, listening to others, sharing toys and equipment as well as praising positive behaviour. We lead by example, avoid shouting, use of physical intervention as a last resort and never humiliate or frighten a child.

Every Child Matters

The Children's Act 2004 sets five Every Child Matters outcomes which form the basis to which Budeez 'Out of School' Club aims for in its setting.

"A child's basic entitlement is to stay safe, be healthy, enjoy and achieve, make a positive contribution and achieve social and economic well-being".

In order to achieve the five outcomes our 'Out of School' Club is governed by the belief and support of the following basic principles:

- **A Unique Child**—every child is a competent learner from birth who can be resilient, capable, confident and self-assured.
- **Positive Relationships**—children learn to be strong and independent from a base of loving and secure relationships with parents/key persons.
- **Enabling Environments**—the environment plays a key role in supporting and extending children's development and learning.
- **Learning and Development**— children develop and learn in different ways and at different rates and all areas of Learning and Development are equally important and inter-connected.

Opening Hours

Session	Start Time	Finish Time
Breakfast Club	7.45am	9.00am
An earlier Breakfast Club start time (term time only) of 7.30am can be booked at an additional cost of only £1 per day		
After School Club	3.00pm	6.00pm
Holiday Club	8.00am	6.00pm
Holiday Club—Morning	8.00am	1.00pm
Holiday Club—Afternoon	1.00pm	6.00pm
Inset Days	8.00am	6.00pm

Budeez Price List 2011 / 2012

PLEASE NOTE: An earlier Breakfast Club start time (term time only) of 7.30am can be booked at an additional cost of only £1 per day. Usual start time 7.45am.

FULL CONTRACT (term time, holiday and inset days)

Registration Fee <i>(a one off fee)</i> <i>includes polo shirt, hat and water bottle</i>	£25.00
Breakfast & After School Club	£13.00
After School Club only	£12.00
Holiday or Inset days	£25.00
Deposit One months payment in lieu of one months notice	

TERM TIME CONTRACT ONLY

Registration Fee <i>(a one off fee)</i> <i>includes polo shirt, hat and water bottle</i>	£30.00
Breakfast & After School Club	£15.00
After School Club only	£13.00
Holiday or Inset days	£30.00
Holiday Entitlement	N/A
Deposit One months payment in lieu of one months notice	

HOLIDAY CLUB CONTRACT

Registration Fee <i>(a one off fee)</i> <i>includes polo shirt, hat and water bottle</i>	£50.00
Holiday Club/Inset Days 12 days (each academic year) (£30 per month to be paid on the 1st of each month)	£30.00
Additional Days (to be paid with booking form)	£30.00
Holiday Entitlement	N/A
Deposit not applicable, no refunds or exchanges given	

AD HOC (NO CONTRACT)

Registration Fee <i>(one off fee)</i>	£50.00
Breakfast & After School Club	£18.00
Breakfast Club only	£6.50
After School Club only	£15.00
Holiday or Inset days	£32.50
Holiday or Inset days (half day)	£20.00

Deposit not applicable, no refunds or exchanges given