



Dear Parents and Carers,

We are delighted to introduce to you “The Hub at Park Hill” our out of hours club run by Park Hill Junior School. Our aim is to provide affordable, high quality, fun and engaging sessions that will give you the peace of mind that your children are being cared for safely.

A customer account is required to be able to make a booking. You can setup and account now by visiting <https://thehubph.onsidelive.co.uk/sign-in>

### What are the opening hours?

The Hub open for our Breakfast club between 7.30am and 8.40am

The afternoon session will be into two sessions.

Session 1 will run between 3.15am – 4.30am where your child can either attend a club run by external providers, our own team or just chill out in The Hub.

Session 2 will run between 4.30pm – 6.00pm. Children will receive a light bite including a sandwich, veg sticks, a piece of fruit and either a cake or piece of flapjack.

The Hub will follow the school’s calendar during term time and be open every day the children are required to be in school.

### Will it be open during the school holidays?

No, it will not be open during the school holidays.

### How do I book?

The booking platform can be found here: <https://thehubph.onsidelive.co.uk/sign-in>

Your first step is to create an account and register each child. When you enter your child’s date of birth, the system will automatically allocate them to their year group. You can then select the sessions required for each child and complete your booking. Hopefully you will find the system intuitive and user-friendly, but if you have any issues please email us at [thehubph@welearn365.com](mailto:thehubph@welearn365.com)

## How do the sessions work and how much does it cost?

From September 2025, The Hub will offer 3 sessions:

		Regular Booking Cost	Ad Hoc Booking
Morning	7.30am – 8.40am	£8.50	£10.50
Afternoon 1	3.15pm – 4.30pm	£6.50	£8.50
Afternoon 2	4.30pm – 6pm	£9.50	£11.50
Late Collections	Per 15 mins after 6pm	£10	n/a

You will be able to select which sessions you require during the week (e.g. Breakfast Club Mon-Thurs and After School Session Tues – Fri) and this will be fixed for the half term and payable in advance. Children can be dropped off and picked up at any time during the sessions.

Bookings will be opened every half term.

Bookings for Half Term 1	Bookings Open	Bookings for Half Term 2	Bookings Open
Autumn 1	July	Autumn 2	October
Spring 1	December	Spring 2	February
Summer 1	March	Summer 2	May

Please check the school website and newsletter for the dates.

Please note all clubs will be run through The Hub booking platform. These will run from 3.15pm to 4.30pm and will be charged at £6.50 per session unless the provider charges more e.g. Bayleaf cookery. The timetable will be shown on the school website.

Please note some extra-curricular clubs require bookings termly or may require children to commit to the full year (Imagineering).

## After I have placed my booking can I make any changes?

To ensure that we have sufficient staffing we need parents to fix their bookings for each half term. If any changes need to be made, please contact [thehubph@welearn365.com](mailto:thehubph@welearn365.com) who will try to accommodate you.

Clubs are either run termly or half termly. If your child has subscribed to a club they are expected to attend for the whole duration and no refunds will be given.

## Non- Attendance

Please notify The Hub staff with at least 24 hours' notice if a child is not going to be attending their session (unless ill then notify on the day). Otherwise, we will not know an absence is planned and will follow "missing child" procedures.

Changes will be made for absences.

Credit will only be given in extreme circumstances. Families that persistently cancel sessions may lose their place the following term.

## I would like to use childcare vouchers. How can I do this?

We are happy to accept childcare vouchers for The Hub and After School Clubs. We will be able to accept vouchers from the following companies:

Voucher Code / Childcare Choices	How to find The Hub
Childcare Choices	Park Hill Junior School, Parkfield Drive
Care-4	54065785
Computer Share	0026957265 / TheHub@ParkHill
Edenred	P21349466
Fideliti	The4782
Kiddivoucher / Wider Plan	125552 – Park Hill Junior School
RG	27231380298
Sodex / Pluxee	The Hub at Park Hill
Tax Free Childcare Vouchers	125552 (Park Hill Junior School)

Please note that our booking system requires you to pre-load your vouchers and will not allow you to complete a booking unless we have had notification from your childcare voucher provider that the funds are being transferred. This can take up to three working days. Once we receive notification from your provider, we will apply this to your customer account and you will receive an email letting you know the funds are available, you can then proceed with your booking.

If you registered with a different voucher provider than the ones listed, please email us with the details and we will set up an account [thehubph@welearn365.com](mailto:thehubph@welearn365.com)

Our Ofsted number is 125552 (Park Hill Junior School).

### Can you give me credit so that I can make a booking?

Yes! We want to make the booking as easy as possible. We understand that parents/carers don't have lots of vouchers and need to build these up, so we are able to apply a credit to your account. Please contact [thehubph@welearn365.com](mailto:thehubph@welearn365.com) if and let them know how much credit it required and who your provider is so that we can match up the vouchers to the child on the system.

The team will chase any outstanding fees owed at the end of each half term.

### Do you offer a sibling discount?

Yes, we will be offering a 10% discount for any additional child. Please contact [thehubph@welearn365.com](mailto:thehubph@welearn365.com) and ask for a discount code.

### I might need the occasional extra session – will this be possible?

Yes! You will be able to book “ad-hoc” sessions for the Breakfast, The Hub1 or The Hub 2 sessions. We do not allow parents to book “ad-hoc” sessions for any of the extra-curricular clubs. These will be managed by a weekly “Ad-hoc” booking feature on the system.

### What food will be provided?

A selection of cereal, toast, fruit and pastries will be on offer at Breakfast Club, and a healthy snack including sandwiches, fruit and vegetables and a piece of cake or flapjack will be on offer during the After School Session. Dietary requirements will be catered for, please ensure you complete the “Additional Requirements” section when registering your child. The afternoon snack takes place in the school hall.

### Where will The Hub take place?

The Hub will be run from the hut, but will also use the computer suite, the copse, the playground and the MUGA. Please drop off and collect your child from the hut.

**Please email [thehubph@welearn365.com](mailto:thehubph@welearn365.com) if you have any questions.**