



TUDOR TREASURES PROSPECTUS



A WARM WELCOME TO TUDOR TREASURES



We are delighted to welcome you and your child to Tudor Treasures, our Breakfast and After School Club provision.

Tudor Treasures supports our busy working families by offering high quality wraparound care in a familiar, friendly, and nurturing environment. Run by staff that your child is already familiar with provides continuity and reassurance, while children benefit from extended opportunities to play, learn, and grow outside the traditional school day.

Research shows that good quality wraparound childcare and participation in after school clubs positively impacts children's academic outcomes, social skills, and overall well-being. At Tudor Treasures, we believe early experiences help shape lifelong learning of curiosity, creativity, and academic success, and Tudor Treasures is dedicated to providing a warm, nurturing and stimulating environment where children are encouraged to explore, learn and grow. We are proud to create a space that nurtures curiosity, creativity and confidence. Launched in January 2025, Tudor Treasures runs onsite at our school, Monday to Friday during term time. We are proud of our provision, which reflects the school's ethos and our commitment to a safe, inclusive, and enriching environment.

Our approach is guided by three core principles:

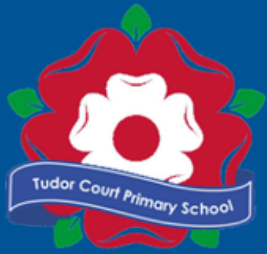
- A caring, secure, and stimulating environment, where each child is valued and respected.
- Engaging, age-appropriate activities that support development, encourage creativity, and build positive self-image and self-esteem.
- A strong sense of belonging and achievement, helping every child feel confident whether they are starting their day with us or winding down after school.

Children in our care benefit from a wide range of age-appropriate activities, healthy snacks, and time to relax, play, and connect with their friends. Just like in the classroom, we strive to broaden horizons and create a space where children feel happy, safe and inspired.

This information booklet serves as a comprehensive guide to help you understand our school policies, daily routines, and expectations. We encourage you to read through this handbook carefully, as it will provide valuable information on how we can work together to ensure a positive and enriching experience for your child.

If you have any questions or need further clarification, please do not hesitate to reach out to us.

Thank you for choosing Tudor Treasures. We look forward to being part of your child's journey.



OUR VISION

At Tudor Treasures, we create a nurturing and inspiring environment where children develop a lifelong love of learning. We support every child's unique journey, encouraging creativity, curiosity, and independence in a safe and stimulating space.

Our vision is guided by the school's core values - Respect, Pride, Happiness, Tolerance, Integrity, and Responsibility - and is enriched by our six Learning Powers: Resilience, Resourcefulness, Reflectiveness, Creativity, Curiosity, and Collaboration.

Together, we empower children to thrive - now and in the future.

OUR MISSION

At Tudor Treasures, our mission is to provide high-quality, nurturing wraparound care that supports families and enriches the lives of the children in our school community. We are committed to creating a safe, inclusive, and stimulating environment where children feel valued, inspired and empowered to thrive. Through familiar, trusted staff and engaging, age-appropriate activities, we foster curiosity, creativity, and confidence, extended learning and personal growth beyond the school day. Guided by our core values, we aim to ensure every child feels happy, supported and ready to explore their full potential.



MEET THE TEAM



Mrs Foakes
Tudor Treasures - Supervisor



Mrs Charles
Tudor Treasures - Breakfast & Afterschool Club Assistant



Mrs Dines
Tudor Treasures - Afterschool Club Assistant



Miss Poll
Tudor Treasures - Breakfast Club Assistant

Our Tudor Treasures team is made up of dedicated, caring, and experienced staff who are passionate about supporting children's learning and well-being beyond the school day. As familiar faces from the school community, our team provides a consistent, nurturing environment where children feel safe, valued, and inspired to explore, play and grow.



BREAKFAST CLUB

Start the day at Tudor Treasures

Tudor Treasures Breakfast Club offers a warm and welcoming start to the school day, offering children the opportunity to enjoy a nutritious breakfast in a relaxed and friendly atmosphere.

Each morning, we serve a healthy and balanced breakfast that typically includes a choice of cereals, toast, yoghurt, fresh fruit, and fruit juice. To add a little variety and fun, we have "Treat Fridays," when children are also able to choose from a selection of crumpets, pancakes, waffles, croissants, and other pastries.

After breakfast, children are encouraged to take part in a range of calm and engaging activities designed to help them prepare positively for the school day ahead. These may include reading, drawing, board games, or group play. Breakfast Club also provides a wonderful opportunity for children to socialise with friends and develop their independence in a safe and supportive environment.

We kindly ask that children do not bring food from home to eat during Breakfast or After School Club. Our provision is designed to meet children's nutritional needs safely, and we are not equipped to store or serve food from home. We are always happy to discuss any dietary requirements or allergies to ensure every child is catered for appropriately.

At Breakfast Club, all children are offered a healthy breakfast as part of the session. If your child has already eaten at home and does not require breakfast, please let a member of staff know when you drop them off.

Opening Times

Our Tudor Treasures Breakfast Club opens at 7:30 am and runs until the start of the school day at 8:40 am. The club is open to all children from Nursery (age 4 and above) up to Year 6, providing a calm and supportive start to the morning.

Children in Nursery, Reception, Year 1, and Year 2 are escorted to their classrooms by a member of the Tudor Treasures team to ensure a smooth and settled transition to the school day. Pupils in Years 3, 4, 5, and 6 walk independently to their classrooms via the main indoor corridor, fostering a sense of confidence and responsibility.



AFTERSCHOOL CLUB

After School at Tudor Treasures

Our Tudor Treasures After School Club offers high-quality wraparound care for children from Nursery (aged 4 and above), up to Year 6. The club provides a safe, welcoming, and enjoyable environment where children can relax, play, and continue to learn through engaging activities after a busy school day.

Children are encouraged to make the most of both the indoor and outdoor spaces, with access to a wide range of activities that promote creativity, teamwork, and wellbeing. These include arts and crafts, construction play, sports and outdoor games, quiet reading, and opportunities for homework or independent learning.

A light meal is provided each afternoon at approximately 16.15pm, and a menu will be available to parents every half-term.

Our After School Club is an important part of our school community, helping children to unwind, build confidence, and develop new skills in a positive and nurturing environment.

Opening Times

Our Tudor Treasures After School Club runs from 15.00pm until 18.00pm, and is open to all children from Nursery (aged 4 and above) up to Year 6, with a tiered pricing system to ensure flexibility allowing parents to only pay for the afterschool club care they require.



FEES

BREAKFAST CLUB

Breakfast Club is charged at:
07.30am - 8.40am - £6.00 per session

AFTER SCHOOL CLUB

After School Club is charged at:
15.00pm - 16.00pm - £7.00 per session
15.00pm - 17.00pm - £11.00 per session
15.00pm - 18.00pm - £16.00 per session





FEES, BOOKINGS AND CANCELLATIONS

BOOKINGS & PAYMENTS

Bookings and Payments

All places at Tudor Treasures Wraparound Care must be booked in advance to ensure appropriate staffing ratios. Bookings and payments must be made online and received prior to your child attending the club. We do accept childcare vouchers as payment for both Breakfast and After School Club. For further information, please contact us at tudortreasures@tudorcourtprimary.com.

Fees

Charges are applied per booked session or hour. You are welcome to collect your child at any time within your booked session to suit your personal schedule. Please note that any additional time beyond the booked period will incur an extra charge of £5 per half hour.

Example: If your child is booked from 3:00–4:00 pm but collected at 4:20 pm, an additional £5 will be charged.

Sibling Discounts

Discounts are available for families with more than one child attending Tudor Treasures:

- 10% discount for the first additional child
- 20% discount for three or more children
- To apply the sibling discount, please contact us via email before making your booking.

Non-Attendance and Refunds

Full fees are payable for all booked sessions, whether or not your child attends. This includes sessions you choose to cancel, as fees contribute to staffing and operational costs.

If your child is absent for any reason other than sickness, fees remain non-refundable. Unfortunately, no substitute sessions can be offered.

Attendance and Cancellations

If your child is unable to attend Wraparound Care for any reason, please notify us as soon as possible. To ensure the club's sustainability, all sessions must be paid in advance.

If you no longer require a place for your child, one week's written notice must be provided via email to tudortreasures@tudorcourtprimary.com. During the notice period, the place will remain available to you and standard charges will apply.



MAKING A BOOKING

Bookings and Payments

All sessions for Tudor Treasures Breakfast and After School Clubs must be booked in advance via the “Booking” section on the Weduc Reach More Parents app. Bookings can be made up to a term in advance, with a deadline of 6:00 pm the day before the required session. Advance bookings ensures we can maintain appropriate staff-to-child ratios.

Within the app, you can:

- Select your required sessions
- Enter the necessary details
- Agree to our Terms and Conditions
- Make payment securely

We do accept childcare vouchers as payment for both Breakfast and After School Club. For further information, please contact us at tudortreasures@tudorcourtprimary.com.

Please note that once a booking has been made and paid for, fees are non-refundable if your child is absent for any reason other than sickness.

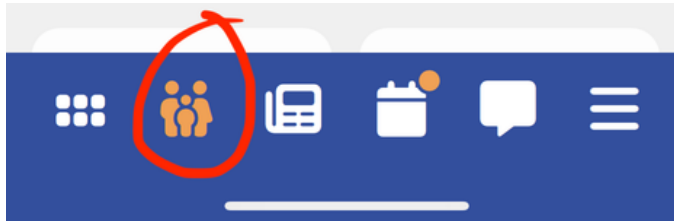


BOOKING A TUDOR TREASURES SESSION USING THE WEDUC APP

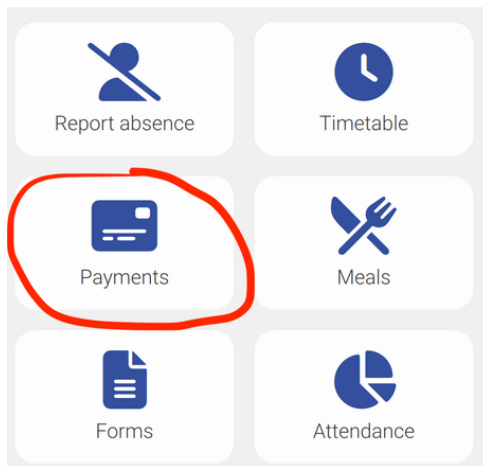
Booking your child's Breakfast or After School Club sessions is quick and easy through the Weduc – Reach More Parents app. The app allows you to select dates, manage payments, and keep track of your bookings all in one place.

Please note: You must be enrolled in the Weduc app before making a booking.

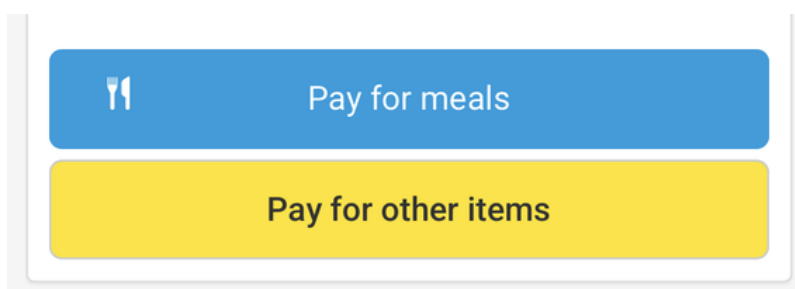
- Open the Weduc app and select the Parents tab.



- Tap the Payments button.



- Select ParentPay to open the ParentPay portal and select Pay for Other Items.





BOOKING A TUDOR TREASURES SESSION USING THE WEDUC APP

BOOKINGS & PAYMENTS

- Select the club you wish to book — Breakfast Club or After School Club.

Jack - Tudor Treasures After School Club [View](#)

Balance: £0.00 [i](#)

Jack - Tudor Treasures Breakfast Club [View](#)

Balance: £0.00 [i](#)

- Tap Book Sessions, then choose your preferred dates and times. (You can view the number of remaining spaces for each day.)

Select all Unselect all

July 2025

Thursday 17
Available
13 places left
Click to select

Friday 18
Available
16 places left
Click to select

Monday 21
Available
19 places left
Click to select

Tuesday 22
Available
17 places left
Click to select

Book selected sessions

Jack's Tudor Treasures After School Club

Select booking choice:

- After School Club - 3:00pm-4:00pm £5.00
- After School Club - 3:00pm-5:00pm £9.00
- After School Club - 3:00pm-6:00pm £14.00
- Sibling Discount - 3.00-4.00pm £4.50
- Sibling Discount - 3.00-5.00 £8.10
- Sibling Discount - 3.00-6.00 £12.60

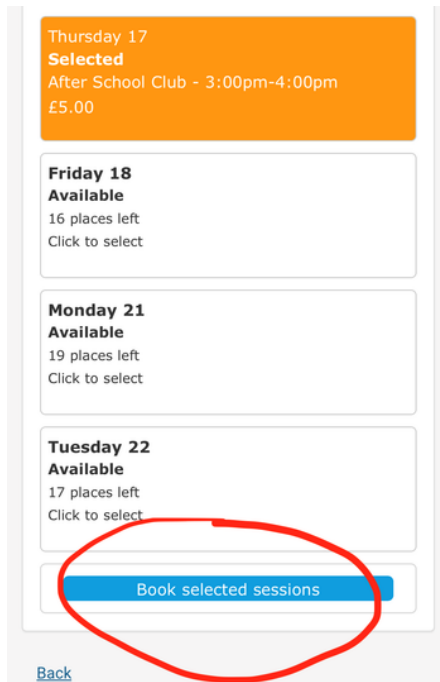
OK



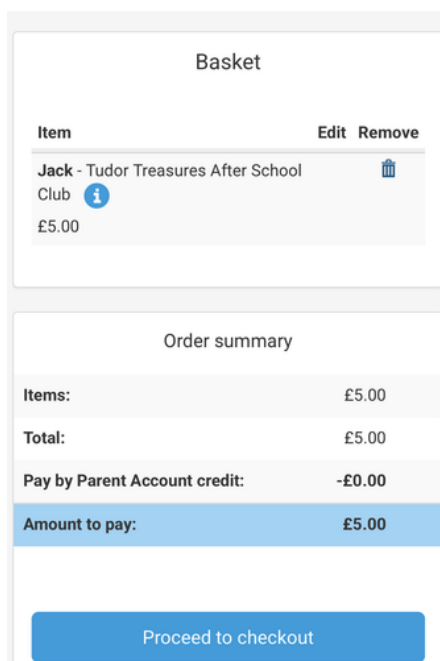
BOOKING A TUDOR TREASURES SESSION USING THE WEDUC APP

BOOKINGS & PAYMENTS

- Tap book selected sessions when you have chosen all the sessions you wish to book.



- Review your basket and complete the payment.





TUDOR TREASURES: KEY INFORMATION AND POLICIES

KEY INFORMATION & POLICIES

Safeguarding

Tudor Treasures follows the school's full Safeguarding Policy, available on the school website. All staff have received safeguarding training and are committed to ensuring every child's safety and wellbeing.

Contact Information

Please ensure that the Tudor Treasures Team hold your most up-to-date contact details. It is the parent's responsibility to notify the team of any changes to contact numbers or emergency contacts.

Collection Procedures

Children must be collected by a parent/carer or an authorised adult listed on your child's booking form. You may nominate up to three additional authorised collectors.

If an alternative adult needs to collect your child, please contact the Wraparound Care Team in advance on 07542 605936.

If your child will not be attending a booked session, please inform the team as soon as possible, so as to avoid concern while we account for absent children.

Medical Conditions and Allergies

It is the parent/carer's responsibility to notify Tudor Treasures of any medical conditions, allergies, or dietary requirements for your child to ensure that we can provide the appropriate care and make any necessary arrangements.

First Aid

If your child has an accident during their session, the details will be recorded on our Medical Tracker system.

If your child sustains a head injury (any injury above the neck), parents will receive a text message at the end of the session unless the injury requires immediate contact.

Staff are trained in first aid and will provide basic treatment as needed. In the event of a serious accident requiring hospital care, every effort will be made to contact parents. If contact cannot be made, staff are authorised to seek urgent medical attention for your child.



TUDOR TREASURES: KEY INFORMATION AND POLICIES

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Late Collection

All children must be collected and signed out no later than 6:00 pm.

If you are delayed due to an emergency, please contact the team on 07542 605936.

Late collections will incur a £5 charge for every 10 minutes after 6:00 pm (per child) to cover additional staffing costs.

Repeated late collection may result in the withdrawal of your child's place at the club.

Security

Children will only be released to authorised adults listed on their booking form. If collection arrangements change, parents must inform the Wraparound Care Team in advance.

If a child remains uncollected, we will first contact the parents, followed by emergency contacts.

Behaviour

Tudor Treasures follow the school's Behaviour Policy. We expect all children to behave respectfully and positively. If a child repeatedly displays unacceptable behaviour, their place at the wraparound provision may be reviewed and could be withdrawn.

Mobile Phones

To ensure a safe environment, mobile phones are not permitted in our wraparound care settings. Any devices brought in will be stored securely until collection.

Personal Property and Belongings

While every care is taken, the club cannot be held responsible for loss or damage to personal items. We recommend that toys, books, or personal belongings are left at home to avoid loss or damage.

All clothing and belongings should be clearly labelled with your child's name.

Sickness

In line with Public Health England guidance, children must remain at home for 48 hours after their last episode of sickness or diarrhoea before returning to school or wraparound care.

Termination or Cancellation

We reserve the right to withdraw a place immediately if fees are not paid on time, or if a parent or child displays abusive, threatening, or inappropriate behaviour.

In all other circumstances, two weeks' written notice will be given if the school needs to terminate a child's place at Tudor Treasures.

School Closure

In the event of a school closure, parents will be notified as soon as possible via the Weduc app, text message, or email. Updates will also be available on the school website.



TUDOR TREASURES WORKING TOGETHER



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