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Thursday 22<sup>nd</sup> May 2025

**Wrap Around Care for pupils with an EHCP, placed in our Specialist Resourced Provision and/or pupils who are not toilet trained**

Dear Parent/Carer,

We have been reviewing our policies and procedures for our growing wrap-around service, particularly our popular after-school club.

We pride ourselves on being an inclusive school where all pupils regardless of ability, gender, race, culture, physical mobility or special educational needs are given equal access to everything Hensingham Primary School has to offer. There are times however, when we need to make more provision other than the reasonable adjustments we would usually make in our wrap-around care. EHCP funding and special resource provision funding does not “cover” breakfast club provision or after-school club provision, it is for learning in school and providing the suitable staffing ratio and resources required to care for and educate your child. For pupils in nappies, following the Intimate Care Policy, we require 2 adults present with the child when changing or toileting. Due to pupil numbers and staffing, we can not meet this legal requirement in our breakfast club or after-school club provision due to the supervision requirements of all other pupils accessing the care.

If there are times where you do need to book your child into our breakfast club or after school club, we would need to find additional staffing to meet your child’s need. As this is an additional cost to school, we would require yourselves as parents to fully fund the additional adult that would be required, in addition to the standing cost of after school club. Disability Living Allowance can be used to fund this provision. We will also require 24 hours’ notice if you are booking your child into breakfast club or after school club as school needs the appropriate time to find the extra staffing required to meet the needs of your child and guarantee theirs, and everyone else’s safety. The school office will inform you at the earliest opportunity whether your child is able to attend the club.

Please note: If school is not able to find the additional staffing, we would have to unfortunately decline your booking.

This system for accessing and booking wrap around care will begin on Monday 2<sup>nd</sup> June 2025.

Thank you for your understanding with this matter and we apologise for any inconvenience this may cause.

Yours sincerely,

Mrs Brotherhood  
Headteacher