

ABOUT COMPASS OUT OF SCHOOL CLUB

Compass OOSC is part of Quality Sport Holiday Clubs and we are excited to be offering the wraparound care on site at Stubbins Primary School from September 2025. Our aim is to offer a seamless extension to the school day – reflecting the school ethos and high standards.

ABOUT QUALITY SPORT...

Quality Sport Holiday Clubs are a professional holiday club provision currently serving the areas of Bury, Bolton, Salford, Rossendale, Chorley and Manchester. The owner Nicola Cleaver has been running successful holiday clubs for 17 years and is extremely passionate about childcare, physical education, and the development of children.











ABOUT QUALITY SPORT...

We offer multi-sports holiday clubs, which run over every Half Term, Easter and Summer Holidays providing children with the opportunity to explore a wide variety of sports and other activities including arts & crafts, den building, outdoor adventures etc. Our main goals are to support child development, encourage being active and healthy and provide safe and enjoyable childcare for all children regardless of their family circumstances.

All Quality Sport Holiday Clubs staff are sports coaches/teachers/TA's from local schools and/or sports clubs who work with us to encourage children to participate in sporting activities and promote sport as a habit for life. All coaches are enhanced DBS checked, hold relevant safeguarding certification and are paediatric first aid trained. The Quality Assurance Team ensure that the best service and care is provided, whilst ensuring Quality Sport Holiday Clubs are up to date with the latest legislation and OFSTED policies and procedures.

ACTIVITIES WE CURRENTLY OFFER:

- Gymnastics Axe Throwing Hockey
- ✓ Multi-Skills

- Airtrack
- Tennis
- Athletics
- Drama

- 🖊 Football
- Basketball
- ✓ Nerf Battles
- Den Building Free Play

- Rugby
- ✓ Arts & Crafts
- QFIT
- Archery

- 🗸 Dodgeball
- Baking
- Rounders

We have provided the holiday club provision at Stubbins Primary since October 2023 and have worked with Lancashire Council and the Head at Stubbins over the past year to bring you Compass OOSC, a high-quality wraparound care provision.

OUR MISSION AT COMPASS OOSC...

Our mission is to create a premium, Ofsted registered Wraparound Care facility, providing high quality out-of-school-hours care for the parents of children who attend Stubbins Primary School.



The before and after school sessions will provide a range of stimulating and creative activities in a safe, secure and fun environment, providing an outstanding service for busy parents.

OUR CALENDAR...

The before and after school care will be available every day the school is open.

OUR STAFF...

"This club is the only thing my daughter has ever been able to manage outside the home other than school. It has been life changing for us as a family. The photos are proof of what a lovely, enriching environment is given to the children."

L Reid - Parent

Parents can have peace of mind knowing their children are in safe hands. All staff are fully trained in safeguarding and paediatric first aid, and are all DBS checked. They are also qualified and experienced in working with children in primary school environments. We call them Activity Professionals because we believe that this truly reflects the nature of their role and the dedicated approach they have to ensuring that your child learns, has fun, and is safe and well looked after.

ADMISSIONS...

Only children attending Stubbins Primary School are eligible to attend the before and after school care. All places are subject to availability. The Wraparound Care provision is limited to 60 spaces on a first come, first served basis, which can be booked online up until 30 minutes prior to the session starting.

All staff will be made aware of the details of any new child attending the session.

Children's attendance will be recorded in a register.



OUR OPENING TIMES...

Breakfast Club: 7:30 am - 9:00 am

After School Club: 3:30 am - 6:00 pm



PRICES...

7.30am-9am - £6.50 per session (including a breakfast snack)

3.30pm-4.30pm - £5 per short session

3.30pm-5.30pm - £9 per standard session

3.30pm-6pm - £10 per long session

(including an afternoon snack)

Siblings automatically receive a 10% discount when booking online. There are no registration fees or deposits needed!

ACTIVITIES...

We will be offering a 'wake up shake up' session in the morning and sporting activities/stations in the afternoon but will also offer a quiet corner, arts and craft stations and a homework/reading station too. We will do a timetable of a sports sessions that will be offered straight after school every day 3.30pm-4.30pm so parents can use this as an extra-curricular activity should they wish too. This will change each half term too.

Our after-school club reflects how important the school consider a healthy lifestyle to be, and therefore the activities are set up to engage the children's mind, body and soul.

The club will provide a relaxed environment to support children's learning and individual interests. Activities will be designed to be engaging and challenging

for the ages and abilities of each child.

"A fantastic club! A huge variety of activities and opportunities to try new things. Harry is already excited to go again. Thank you to the team!"

E Ashworth - Parent



There will be a range of indoor and outdoor activities daily as well as a quiet area where children can relax and do some homework/reading if they wish. Children will be encouraged to take part in physical activity each day to help them stay fit, but also have some quieter activities with friends to recharge their batteries.

The fun, physical activities are designed to appeal to every child – not just sporty children. Our Play Active sessions encourage fun-based physical activities, rather than traditional sports. The aim is to encourage children to get physically active through play, placing emphasis on inclusion rather than specific sports skills and techniques. This, in turn, improves social skills, self-esteem, balance, coordination and physical wellbeing

In addition, children will develop a wide variety of skills that they can use beyond the sports field, including...

- Celebrating perseverance and acknowledging achievement
- Engaging and interacting appropriately with other children
- Setting achievable personal goals to reach
- Improving self-esteem and the confidence to try new things
- The ability to follow rules and respect themselves and others
- Understanding the importance of a healthy lifestyle
- Improving control, coordination, balance, agility and flexibility
- Communicating appropriately and effectively with others

Children will have a wide range of activities to keep them occupied each day such as capture the flag, parachute games, archery, dodgeball, quiet reading, watching cartoons, playing board games or completing jigsaw puzzles.

Once a week we will also add specialist activities such as dance, yoga or cooking.

PLANNED ACTIVITIES...

The after school club is an extension of the school day. With this in mind, it has been designed to run smoothly, whilst reflecting the school's outstanding quality.



Our staff are trained to adapt each day based on particular children's needs or the weather. However, the structure and timing for each day will be consistent. Activities will also be designed to fit in with the schools termly theme, to compliment classroom activities.

FOOD & DRINK...

Children will be provided with food and drink daily. Healthy snacks include wraps, sandwiches, vegetable sticks, fresh fruit and water. The menu will be displayed each week and we will be open to suggestions from children and parents.

If your child has any allergies or dietary requirements please ensure that these are added on to the booking form online. Please feel free to discuss any special food requirements your child may have with the after-school club manager.

Staff are seated with the children during meal times and encourage a "family" type atmosphere. All venue leads and assistants hold a Level 2 Food Hygiene certificate and all food and drink complies with dietary and religious requirements. Fresh fruit and drinking water is available to children at all times.

SIGNING IN & OUT...

When collecting their child, parents must come to the hall door where a member of staff will meet them and check their ID if necessary.

The manager will sign the child out on our system to confirm that they have been taken from our care. This is an important safeguarding procedure and must be adhered to at all times. It timestamps the actual time your child is in our care.

If a friend, relative, family member or neighbour is collecting their child, the parent will have to inform us in the morning session, via email or with a phone call. Each child will have a collection password, which will need to be quoted on collection.





Whilst attending the before and after school club children are expected to:

- Follow the school values
- Use socially acceptable behaviour
- Respect one another, accepting differences of race, gender, ability, age and religion
 - Choose and participate in a variety of activities
 - Ask for help if needed
 - Enjoy their time at the club

Positive behaviour is encouraged by:

- Staff acting as positive role models
- Praising appropriate behaviour
- Sticker/Certificate rewards
- Informing parents about individual achievements
- Weekly awards given out during Friday's whole school assembly for exceptional accomplishments

strong friendships" **Rebecca Weston -Ofsted Inspector**

"Children cheer on their

teammates as they take part in games. Older children talk

positively about the younger

children. They say that they

enjoy helping them as they complete activities together.

Children are respectful,

cooperative and develop

DEALING WITH INAPPROPRIATE BEHAVIOUR...

Challenging behaviour will be addressed in a calm, firm and positive manner. In the first instance, the child will be given the opportunity to reflect on their behaviour and make the correct decision on how to behave moving forward. If a child doesn't choose to improve their behaviour it may be necessary for a child to be temporarily removed from the activity. Staff will explain why the behaviour displayed is deemed inappropriate. Staff will encourage and facilitate mediation between children to try to resolve conflicts through discussion and negotiation. Staff will consult with parents to formulate clear strategies for dealing with persistent inappropriate behaviour.

DEALING WITH INAPPROPRIATE BEHAVIOUR...

If, after consultation with parents and the implementation of behaviour management strategies, a child continues to display inappropriate behaviour, we may decide to exclude the child. The reasons and processes involved will be clearly explained to the child and their parent/carer. All behaviour issues will be recorded.





FIRST AID...

All incidents are dealt with by a qualified first aider and will be recorded in the club accident book.

Incidents will be accurately reported to the parents/carer upon collection and signed by a member of either breakfast or after school club staff.

Accident records will give details of time, date and nature of the accident, details of the child involved, type and location of the injury, action taken, and by whom.

Parents of any child who becomes unwell during either breakfast club or after school club will be contacted immediately. If a child is sent home during school hours, the after school club will be informed of their absence by a member of the school admin/office staff.

MISSING OR UNCOLLECTED CHILDREN

In the unlikely event that a child goes missing, the following procedure will be undertaken:

- 1. Senior school staff will be informed of the missing child.
- 2. Afterschool supervisors will search the inside of the building and delegate an outside search of the building to another member of staff.
- 3. If the child remains missing, the emergency services and parents/guardians will be contacted.

"Absolutely amazing staff, Ella is loving her time here.

The staff have made her feel so comfortable as she can be a little shy and nervous. Would highly recommend,

Ella can't wait to go back!"

C Helvin - Parent









BOOKING YOUR CHILD'S PLACE...

You must have pre booked your child into the session online. Any child not pre booked will not be covered by our insurance and will not be allowed into the session. There are a limited number of spaces available for each session and these are allocated on a first come, first served basis.

HOW TO BOOK ONLINE...

Bookings will be taken through our website www.qualitysport.co.uk. There will be a tab for Compass OOSC and you will be able to click on there and book your sessions. Payment must be made on booking. Bookings will open in August and places will be allocated on a first come first served basis.

PAYING WITH CHILDCARE VOUCHERS...

There will be an option to pay via childcare vouchers when booking online. This will then allow you to check out and you need to transfer from your childcare provider to us. We can provide you with any reference numbers you may need. Please try and instruct your provider the amount owed as soon as possible after making a booking.



"The arrangements for safeguarding are effective. There is an open and positive culture around safeguarding that puts children's interests first."

Rebecca Weston -Ofsted Inspector

PAYMENT CONDITIONS...

If payments are not made within the 7 days of booking we may stop a child from attending until outstanding payments have been made.



If payments are not paid within 30 days a 10% administration charge will be added to the outstanding balance.

LAST MINUTE BOOKINGS...

We understand that plans change, often at short notice, and we will try to be flexible to accommodate most situations. We advise you book your sessions termly in advance however you may book your child into any session online right up until 30 minutes prior the start of the session, subject to a place being available.

LATE FEES...

If a child has not been collected by 6pm parents will be contacted in the first instance by telephone. The additional contacts parents have provided will be telephoned in the second instance. If these contacts are unavailable after approximately one hour, the police and Social Services will be informed.

A charge will be levied for late collection. Late collection of your child/children will result in a late fee of £1 per minute, which can be paid in cash or via or added to your account balance and must be paid before further bookings can be made.

We hope that you find all of the information that you need within this document and that you find it of use. If you have any other questions or queries please do not hesitate to contact us. We look forward to working with you and your children!

"Staff are skilful at supporting children to learn about healthy lifestyles. The range of sports activities available support children to be active throughout the day. Children get out of breath and spend lots of time in the fresh air. They wash their hands before eating and sit together at meal times. Staff provide activities that encourage children to consider healthy food options such as fruit tasting. Children discuss the importance of healthy eating. Children's safety is prioritised by staff"

Rebecca Weston -Ofsted Inspector