BLUEBIRDS

Before and After School Club



Information Booklet 2026 - 2027

BLUEBIRDS
BEFORE AND AFTER SCHOOL CLUB

Bluebirds is our Before and After School Club for children attending Maney Hill Primary School. We offer a range of enjoyable activities in a safe and secure environment.

Bluebirds is run by Maney Hill Primary School during **term time only** and is managed by Mrs Patel. Our team of play leaders have all been DBS checked and are qualified First Aiders.

OPENING HOURS

Before School from 7.30am

After School until 6.00pm

Children should be dropped off and collected at the Bluebirds' Studio entrance (next to the school's main entrance) and should not be in school before 7.30am or after 6.00pm.

The children are escorted to and from their classrooms by Bluebirds' staff.

CHARGES FOR EACH SESSION REQUIRED

AM1 - Before School from 7.30am - £8
AM2 - Before School from 7.45am - £6.40

PM1 - After School until 4.30pm - £6.40
PM2 - After School until 6.00pm - £12.20

CONTACT DETAILS

During the day please contact the school office **0121 464 9673**, or by email: bluebirds@maneyhill.bham.sch.uk email is monitored between 8.30am – 12.30pm.

Alternatively, you can leave a message on the Bluebirds mobile: **07921 460 054**. This is only monitored during Bluebirds opening hours.

PAYMENT DETAILS

Payments will be posted on the MCAS app in the first week of each half term. These fees should be **paid in full within 3 weeks**. If fees remain unpaid, your child's Bluebirds place will be terminated.

Fees can be paid in one of the following ways:

- Via MCAS (My Child At School app)
- Childcare vouchers – once your voucher payment is received the amount will be allocated to MCAS.
- Tax free childcare scheme – please email bluebirds@maneyhill.bham.sch.uk your child's individual unique TFC reference number and the date when each payment is made. These payments can then be allocated to your MCAS account.

No refunds or discounts will be given should your child be away from school. This includes for all trips, illness, holiday, attending an after school club or in the event of school closure due to severe weather.

LATE COLLECTION FEE

The late collection fee is £5.00 for every 10 minutes. The fee applies from 4.30pm or 6.00pm depending on the session that is booked for your child.

If child(ren) are collected consistently late their place at Bluebirds will be terminated.

ALLOCATION OF PLACES

Places will be allocated on a half termly basis using the following criteria:

- Children already attending Bluebirds who require additional time
- Siblings of children who already attend Bluebirds
- Children from the waiting list

If you wish your child(ren) to be placed on the waiting list or have any queries regarding places please email bluebirds@maneyhill.bham.sch.uk.

All amendments to the sessions booked for your child(ren), including cancellation, must be made in writing to bluebirds@maneyhill.bham.sch.uk at least 2 weeks prior to the end of the half term**.** Changes will be effective at the start of the next half term and fees duly amended.

Changes cannot be made mid-half term

Please note that extra one-off sessions cannot be booked regardless of circumstances

FOOD AND DRINK AVAILABLE FOR THE CHILDREN

Breakfast - cereal, fresh fruit, toast and juice
After school snacks include toast, fresh fruit and juice.

BLUEBIRDS ACTIVITIES

We offer a range of activities which include a selection of indoor games, arts and crafts, movies, dance and outdoor play. Over the terms, we will celebrate a wide range of special events including any holidays or events that our children celebrate at home.

We provide a variety of inclusive and accessible activities that are all free choice to the children ranging from construction activities to arts and crafts to a range of sensory toys.

INCLUSIVE ENVIRONMENT

We recognise all children are different and try our best to cater to these needs. Where children have an EHCP, we will complete a risk assessment to see if the club can meet these needs in the ratios we have. Although your child may be supported in the school day through additional adult support, the club cannot accommodate high needs provision, as the number of pupils and staff are fixed. We will always discuss needs with you and aim to work together where possible.

FURTHER INFORMATION

Details of parental contacts and individuals authorised to collect children must be supplied before a child can attend Bluebirds. Children will not be released to anyone unless notified by the parent/carer.

All medication must be handed to a member of staff and a medication registration form completed from the office and not placed in the child's bag.

Bluebird's staff will collect children from after school clubs/events if applicable. No refunds are given for time missed at Bluebirds due to other after school activities.