



## AFTER SCHOOL CARE PROGRAMME POLICY

### Rationale

No 401

Responding to a need in the community for an effective after school care programme to assistance working parents. This programme will encourage social skills and enjoyment for the children attending and provide another opportunity for the community to engage with Paparoa Primary School.

### Policy Statement

This Board in managing after school care children will:

1. Ensure that enrolment of after school care children (ASCC) be open to any Primary aged student from any school or home school.
2. Ensure that ASCC get opportunities to explore a range of stimulating activities.
3. Ensure that related administration is efficient and maintains the safety of children and the integrity of programme delivery for which they are enrolled.

### Policy Guidelines

1. The Principal is responsible for the creation of relevant forms and procedures that will be developed.
2. The Principal is responsible for the development of the programme.
3. The Administrator is responsible for all ASCC enrolments and copying any forms that will be needed by the ASCC staff.
4. ASCC staff are responsible for updating and maintaining the programme and delivering it effectively.
5. The ASCC staff are responsible for resourcing the programme.
6. The BoT annually sets the fees for ASCC.
7. ASCC have full access to school music and children's sports equipment.
8. A payment structure will be developed.
9. In managing its after school care students full implementation of school policies relating to safety will be honoured.

Ratifies by Board: \_\_\_\_\_ Signed for B.O.T.

\_\_\_\_\_ Date

Recorded in the Board of Trustees Minutes dated: \_\_\_\_\_