



Holiday Info for Parents & Carers A1/H4

Summer Holiday Club 2023

Opening Hours - 8am – 6pm

**Hyndland After School Club
44 Fortrose Street
Glasgow
G11 5LP**

Find us on [Google Maps](#)

0141 339 9526

office@hyndlandasc.org.uk

The background features a dark navy blue field with several large, overlapping, organic shapes in light blue, bright pink, and orange. A section in the top-left corner is filled with a pattern of diagonal orange and black stripes, and another section at the bottom is filled with diagonal pink and black stripes.

Drop Off and Pick Up Procedures for Parents during Holiday Club Service

Dropping your child off at Afty

Our Holiday Club for the Spring Holiday for all children will be running from our Hyndland After School Club base. The premises at Notre Dame and Thornwood will be closed.

In the morning, you can drop your child off any time from **8am**. We are unable to accept children any earlier than **8am**.

Please bring your child to the front door of the Afty. For your child's safety, please ensure that you escort them to the door, and wait for a member of staff to let them in. Parents are now welcome to come into the premises when dropping off their child.

If you have any trouble finding us, just give us a call on **0141 339 9526** for help.

Collecting your child at the end of the day

In the afternoon, you can collect your child any time up until we close at 6pm.

Please come to the front door of the Afty and press the buzzer. A member of staff will ask who you are here to collect and may ask for your child's **PIN number**. Parents are now welcome to come into the premises when collecting their child.

If you have arranged for someone to collect your child who doesn't normally collect them, please make us aware prior to this, and ensure this person has your child's PIN number.

If you plan on having your child leave Afty unaccompanied (**P6 and P7 children only**), please get in touch with us prior and ensure you have completed and returned a *Sibling Collection and Leaving Unaccompanied Permission* form.



Health and Safety

Weather

Please see that children are **dressed appropriately** for the weather and that they have a change of clothes (e.g. spare shorts) and a towel for trips to the beach etc. **A rain jacket is a must!**

During Spring and Autumn holidays, be aware that temperatures can change dramatically during the day and an outfit put on early on a sunny morning may not be sufficient by afternoon when children could be in a park exposed to chilly winds and drops in temperature.

On sunny days, we will regularly apply sun cream. Although we will never force a child to wear suncream, we do our best to encourage all children to wear suncream, unless we have been made aware of suncream allergies. You are more than welcome to supply your child with their own suncream, for example if they have sensitive skin to particular brands. We will encourage them to apply it when applying our own to the other children.

Medical Issues and Allergies

Please ensure we are fully aware of any medical conditions or requirements. A **Medication Authorisation Form** must be completed before we can administer medicine. **Please note** we cannot give the **first dose** of a **new medicine**.

If you'd like to discuss any medical issues further, please speak to a member of staff or contact the office prior to speak with a manager.

Please remember, we have a no nut product policy at all our services to prevent severe allergic reactions. Please ensure snacks and lunches do not include nut products.

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Breakfast, Lunch and Snacks

- Breakfast – Provided by the club from 8:15am – 9:15am
- Morning Snack – Provided by the club at 10am
- Lunch – Please provide your child with a pack lunch. Lunch time is 12.30pm. **(FREE FROM NUT PRODUCTS PLEASE!)** Unfortunately, we are unable to heat up lunches for children. These precautions are necessary in order to comply with the current Food Safety Act 1990.
- Afternoon Snack – Provided by the club at 3:30pm.

On trip days, breakfast, morning snack and afternoon snack will still be provided by the club. Please provide a packed lunch for your child. Packed lunches should be in a rucksack or backpack for trips and outings. This leaves hands free and prevents lunch boxes 'popping' open. Please store perishable food that could be affected by warm temperatures in labelled bags and we will store them whenever possible in our fridge. Alternatively use 'cool bags' or put ice packs in with the lunch.

Please encourage your child to have the snacks provided and keep any treats to have with their lunch e.g. chocolate or crisps. We also ask that you do not provide your child with fizzy drinks e.g. cola, irn-bru etc. Please support us in promoting healthy eating!



Other Reminders

- When collecting children please remember to **to take all their belongings** with you. **Unidentified** lost property will only be held for **one week**.
- The club has a **Good Neighbour policy** which asks parents and carers to be considerate when parking in White Street (**no double parking!**) and when arriving early in the morning not to bang car doors or have children making too much noise as they enter the school grounds. Your co-operation will be much appreciated.
- **Bookings cannot be accepted without a booking form.** Please **book and pay in advance** (if not paying through standing order) and remember to let us know as soon as possible if your **child is not attending**. **Please note all holidays bookings require a form** – this includes those reserved in **your standing order**. Cancellations at short notice make no difference to staffing levels therefore **fees will still be due**.
- **To book at short notice bookings (less than 7 days in advanced), please call our office on 0141 339 9526 to ensure availability.**
- **PS** If your child is a 'mud magnet' please bring in spare (old) clothes, including underwear, just in case of accidents and in particular outdoor activities! Also, if you borrow spare clothes please return asap!