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## Elsley Primary School

Tokyngton Avenue, Wembley, HA9 6HT

T: 020 8902 8003 E: [admin@elsley.brent.sch.uk](mailto:admin@elsley.brent.sch.uk) Headteacher: Mr Raphael Moss

Monday 2<sup>nd</sup> March 2026

Dear Parents/Carers,

### Wrap Around Care

Elsley Primary School are proud to be able to offer a Wrap Around Care facility to our pupils and parents. This will include Breakfast Club and Afterschool Care for pupils from across the school.

### Breakfast Club – From Monday 2<sup>nd</sup> March 2026

- Pupils must be registered and places must be pre-booked.
- Available Monday to Friday.
- Runs from 7.30am until 8.45am (the start of soft start and the school day).
- Pupils will need to be handed over to a member of staff, at the main reception area, at the front of school where a member of staff will 'meet and greet'.
- We provide pupils with breakfast.
- Charge: £5 per child per session.
- Staff will escort pupils in Reception and Key Stage 1 to their classes at 8.45am, pupils in Key Stage 2 will make their own way to class.

### Afterschool Care – From Monday 2<sup>nd</sup> March 2026

Please remind your child(ren) each morning if they are attending Afterschool Club – Reception and Key Stage 1 children will be collected from their classroom by staff at the end of the day, Key Stage 2 children will make their way to the hall where they will be met by the Wrap Around team.

- Pupils must be registered and places must be pre-booked.
- Available Monday to Friday.
- Runs from 3.15pm (the end of the school day) until 5.30pm latest.
- We provide pupils with a snack.
- Charge: £10 per child per session.





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- Pupils should be collected from the office area by 5.30pm latest.
- **Additional charges apply for late collection from School, After School Club or for places not pre-booked for Wraparound Care. Please refer to the Wraparound Care Charge List.**

### Please note:

- Pupils will be cared for by two of our school Support Staff.
- Pupils will undertake a range of activities with staff in the hall or playground (weather dependant).
- We require at least 24 hours notice for any cancellations for after school care bookings otherwise charges will still apply.
- If a child is absent from school due to illness, and the school have been notified of the child being ill, a full refund may be made or a credit added to your school money account.
- It is important that children are collected by 5.30pm as additional charges will apply for late collection. There is a £2.50 per 5 minutes charge for any children collected after 5:30pm. This is a penalty charge.

Should you have any questions about Wrap Around Care, please contact the school office.

**Raphael Moss**

**Headteacher**

