

2024/2025



Apple  
Pips

Wraparound  
Care

Wimbledon  
High Junior  
School

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## SECTION 1



# WELCOME & INTRODUCTION

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Apple Pips is our wraparound care facility for parents and carers who require greater flexibility at the start and end of the school day.

**We believe that our wraparound care not only provides convenience for parents but also contributes to the holistic development of our pupils.**

At Wimbledon High School, we understand that modern families lead busy lives, balancing work, school, and other activities. To support our families and provide a safe, engaging, and enriching environment for our pupils, we offer comprehensive wraparound care.

This parent booklet is designed to guide you through the various aspects of our wraparound services, including before-school care and after-school activities.

Our wraparound care aims to create a seamless extension of the Junior School experience, offering pupils a mix of structured and creative activities in a supportive setting.

From supervised play to arts and crafts, we ensure that every child has an opportunity to explore their interests and relax after a busy day at school.

**Alison Hunt**  
**Apple Pips Manager**

## SECTION 2

# WHAT WE OFFER



Apple Pips, our 'in-house' wraparound care provision is an integral part of the Junior School with many of our pupils attending daily. Our staff are trained Early Years practitioners and Teaching Assistants in the Junior School, which gives us a valuable insight into your daughters' day and her general wellbeing. Our team are also all trained paediatric first aiders.

We aim for our wraparound care to be fun and relaxing with an opportunity to enjoy school in a different way; the emphasis is on play, with child led activities in an informal setting. The girls bring a snack from home to enjoy at the beginning of the session and we offer a variety of games, toys, crafts, rest and relaxation and outside play. We encourage self-selection from an extensive range of toys, games, crafts, and activities.

Girls in the Upper Junior school, Years 3-6, are encouraged to complete homework independently during the early part of their session.

## SECTION 2 CONTD.

# WHAT WE OFFER

### Apple Pips

Early Morning Before School Care

07:45 - 08:20

- Sessions are bookable in advance via the Apple Pips Booking Request Form.
- Activities include a variety of board games, puzzles, and mindful colouring.
- Pupils should have breakfast before they arrive.
- Pupils should be accompanied to the classroom door by a responsible adult or older sister no earlier than 07:45.

At the end of Early morning care:

- Pupils in the Lower Junior school (Reception to Year 2) will be accompanied to their classroom or to their line up in the playground.
- Pupils in the Upper Junior School (Years 3 to 6) will be directed to the playground line up at 08:20 to be met their classroom teacher.
- There will be staff supervision in the playground from 08:20 daily should parents need to drop off ahead of registration at 08:30.

## SECTION 2 CONTD.

# WHAT WE OFFER

### Apple Pips

#### Sisters' Waiting

15:15 - 15:30



- Our Sisters' Waiting provision is available Monday to Friday and is free of charge for girls in the Lower Junior School (Reception, Year 1 and Year 2) who wait for their sisters to finish school in the Upper Junior School (Year 3-6) at 15:30.
- Sisters' Waiting is available from the beginning of term for pupils in Year 1 and 2, and for pupils in Reception from Monday 16 September.
- Please request and book this provision via email to Alison Hunt, Apple Pips Manager [alison.hunt@wim.gdst.net](mailto:alison.hunt@wim.gdst.net) if eligible.
- Any pupils in the Lower Junior School who are booked to attend Apple Pips from 1530 will be supervised by our Teaching Assistants between 1515 and 1530.



## **SECTION 2 CONTD.**

# **WHAT WE OFFER**

## **Apple Pips**

After School Care

15:30 - 18:00 Mondays - Thursdays

15:30 - 16:30 Fridays

- Apple Pips After School Care is organised in 3 sessions to offer greater flexibility, and is bookable in advance via the Apple Pips Booking Request Form:

### **Monday to Thursday**

Session 1: 15:30-16:30

Session 2: 16:30-17:30

Session 3: 17:30-18:00

### **Friday**

Session 1: 15:30-16:30

- Activities include a variety of board games, puzzles, and mindful colouring, along with the opportunity to complete independent homework for Upper Junior School pupils.
- Pupils should bring along a nut-free snack to enjoy when they arrive at Apple Pips.

## APPLE PIPS EARLY MORNING CARE

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### Price per session

Monday to Friday

07:45-08:20    **£6.00**

## SECTION 3

# PRICE LIST

## APPLE PIPS AFTER SCHOOL CARE

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### Price per session

Monday to Thursday

Session 1: 15:30-16:30    **£9.50**

Session 2: 16:30-17:30    **£9.50**

Session 3: 17:30-18:00    **£6.50**

## APPLE PIPS AFTER SCHOOL CARE

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### Price per session

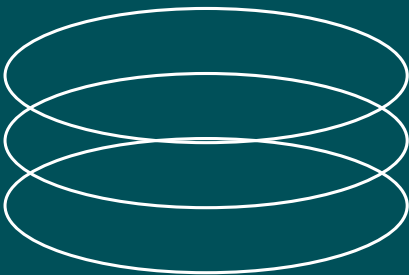
Friday

Session 1: 15:30-16:30    **£9.50**

## PLEASE NOTE

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When completing the Apple Pips Booking Request Form please take into consideration any co-curricular clubs your daughter may be attending and book relevant sessions after a club has finished.





## SECTION 4

# HOW TO BOOK & HOW TO PAY



- You can request wraparound care via our Apple Pips Booking Request Form. Please see the link provided in the Wednesday Mail Out or provided to new families by the Admissions team.
- For pupils in Years 1 – 6, Autumn Term 2024 wraparound care commences Wednesday 4th September and ends Thursday 12th December for ASC and Friday 13th December for Early Morning Care.
- Autumn Term 2024 wraparound care commences for new Reception pupils from Monday 16th September to allow for staggered starts and a settling in period.
- You will receive an email advising of your booking charges. Payments must be paid via Parentpay a minimum of half of term ahead of attendance.

## SECTION 5

# TERMS & CONDITIONS



### **Collection Policy (Including Late Collection)**

- a. Designated Pick-Up Persons: Parents or guardians must provide a list of individuals authorised to pick up their child from wraparound care. Only those listed will be permitted to collect the child.
- b. Pick-Up Times: Pupils must be picked up by the specified end time for the wraparound care session. Repeated late collection may result in loss of access to the wraparound care service.
- c. Notification of Changes: If you are unable to collect your child on time or if someone not listed as a designated pick-up person will be collecting them, you must notify the school immediately by text to the Apple Pips mobile: 07970 415 970.

### **Continuity**

- a. Regular Attendance: It is important for children to attend their scheduled sessions regularly. If attendance is not regular, the school reserves the right to withdraw the place at Wraparound Care in order to provide a place to other interested parties.
- b. Maintaining Continuity: In exceptional circumstances continuity of wraparound care services may be affected by unexpected events. Parents will be notified in advance of any changes immediately.
- c. Final Day of Term: Apple Pips After School Care does not operate on the final day of each term. Pupils must be collected promptly at midday on these occasions.

## SECTION 5

# TERMS & CONDITIONS



### Homework

- a. Homework Assistance: Assistance with homework cannot be provided and it is the expectation that pupils work on their homework independently. Parents are responsible for ensuring all homework is completed.
- b. Quiet Space for Homework: We will provide a designated area for Upper Junior School pupils to work on their homework.

### Availability

- a. Enrollment Limits: Wraparound care has limited spaces. Whilst we cannot guarantee places for all pupils we will always do our best to accomodate requests.
- b. Changes in Availability: The school reserves the right to alter the availability of wraparound care services. In the event of significant changes, parents will be notified promptly.

If you have any questions or require further clarification on any of the above terms and conditions, please contact Apple Pips Manager, Alison Hunt. We look forward to providing a safe and enjoyable experience for your child.

## SECTION 6

# Frequently Asked Questions

01.

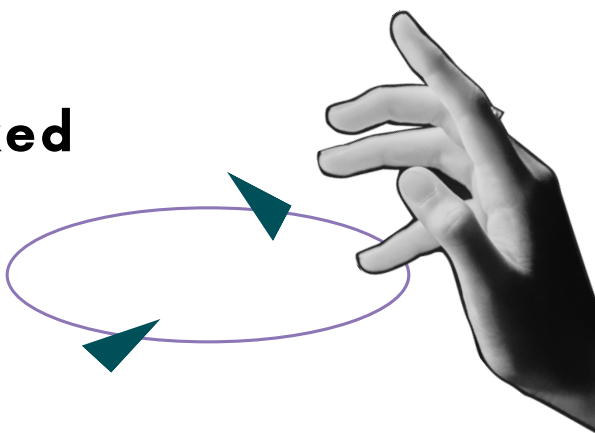
### **CAN I CLAIM A REFUND IF MY DAUGHTER DOES NOT ATTEND A SESSION?**

We are not able to issue refunds for short term illness, play dates or early collection. However, we will make an adjustment to credit back your Parentpay account for prebooked places that are not used due to a school led event such as trips, fixtures, residential trips, concerts and preofuctions.

03.

### **WHAT DO I DO IF MY DAUGHTER IS IN A SPORTS SQUAD, BUT I DON'T KNOW IF SHE WILL BE SELECTED FOR A FIXTURE?**

Please book the sessions you need to ensure you have the place and we will make a credit back to your Parentpay account if your daughter is subsequently selected to represent the school in a fixture on that day.

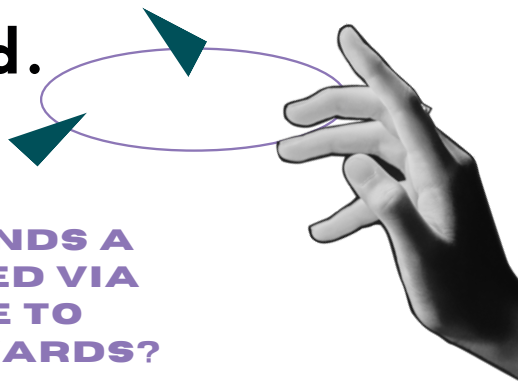


02.

### **WHAT SHOULD I DO IF MY DAUGHTER CANNOT ATTEND A PRE-BOOKED PLACE?**

Please inform your daughter's Class Teacher if she will not be attending Apple Pips and confirm the alternative collections arrangements.

# Frequently Asked Questions contd.



**04.**

## **MY DAUGHTER ATTENDS A SCHOOL CLUB BOOKED VIA SOC'S. CAN SHE COME TO APPLE PIPS afterwards?**

Yes. The Apple Pips sessions are individually bookable to allow parents to book sessions around clubs provision.

For example, if your daughter is attending a school club until 16:30, you can then book for her to attend Apple Pips from 16:30.

**05.**

## **CAN MY DAUGHTER DO HER HOMEWORK?**

Upper Junior School pupils are always encouraged to independently complete homework set at the start of their Apple Pips session.

**06.**

## **WHAT HAPPENS IF I AM LATE OR DELAYED COLLECTING MY DAUGHTER?**

If you are running late to collect your daughter from Apple Pips, please contact the Apple Pips mobile as soon as possible on:  
**07970 415 970.**



## CONTACT US

Alison Hunt  
Apple Pips Manager  
[alison.hunt@wim.gdst.net](mailto:alison.hunt@wim.gdst.net)

 **WIMBLEDON**  
**HIGH SCHOOL**  
**JUNIORS**  
EX HUMILIBUS EXCELSA

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**GDST**  
GIRLS' DAY SCHOOL TRUST

