

## WELCOME TO KIDZ ZONE HOLIDAY CLUB...

*"First of all thank you for choosing to attend our holiday club! We have a great team of staff and the primary goal for us is that PARENT'S feel CONFIDENT leaving their children in OUR CARE and that CHILDREN go home HAPPY with a lasting memory of their fun filled holiday experience based around themed days."*

*Please read below for everything you need to know..*

If you need to get a message to us then please contact our main office on **01525 591036**, we have also listed the emergency contact number for each club below **please note the emergency contact numbers are only contactable during club hours should you need to get a message to the club staff – for any booking amendments you will need to contact our main office.**

### Access to Club and Registration:

<b>Beaudesert Lower School</b> Appenine Way, Leighton Buzzard LU7 3DX	Please come to the green gate at main school entrance for registration and collection <b>Club emergency contact tel: 07563 510007</b>
<b>St Marys Wavendon C E Primary School</b> Wafandun Lane, Eagle Farm South, Milton Keynes MK17 7AA	Please come to the main school entrance for registration and collection. <b>Club emergency contact tel: 07548 171951</b>
<b>Winslow Church of England Combined School</b> Lowndes Way, Winslow, Buckingham MK18 3EN	<b>Registration point / collection point:</b> Outside of the main entrance to the school. <b>Club emergency contact tel: 0759 815 4298</b>
<b>Dunstable Icknield Lower Sch</b> Burr Street, Dunstable, LU6 3AG	<b>Registration point / collection point:</b> Come to the rear entrance of the school (not the main entrance) this will be signposted for you. <b>Club emergency contact tel: 07708 649677</b>
<b>Tennyson Road Primary Sch (South)</b> Tennyson Road, Luton, LU1 3RS	<b>Registration point / collection point:</b> Please come to main school entrance for registration and collection. <b>Club emergency contact tel: 07856 928575</b>
<b>Thornhill Primary School</b> Grove Rd, Houghton Regis, Dunstable LU5 5PE	<b>Registration point / collection point:</b> Please come to pedestrian gate by the main entrance <b>Club emergency contact tel: 07783 332647</b>

<p><b>The Grange School</b>  <b>Staverton Road, Daventry</b>  Northants, NN11 4HW</p>	<p><b>Registration point / collection point:</b>  Please come to the gate of the main school entrance for registration and collection.  <b>Club emergency contact tel: 07749 654158</b></p>
<p><b>Lanchester Primary School</b>  <b>Hempstead Road, Watford</b>  WD17 3HD</p>	<p><b>Registration point / collection point:</b>  Please come to the gate at the right hand side of the main school entrance for registration and collection.  <b>Club emergency contact tel: 07598 172029</b></p>
<p><b>Langford Village Primary School</b>  <b>Peregrine Way, Bicester</b>  OX26 6SX</p>	<p><b>Registration point / collection point:</b>  Please come to the gate at the left hand side of the main school entrance for registration and collection.  <b>Club emergency contact tel: 07394 393530</b></p>

**Registration:**

- Registration will take place outside at the locations listed above.
- Registration is open from the session times you have booked please ensure children are not signed in before your booked time.
- Please ensure children have appropriate footwear and clothing for the day.
- If your child has any medical conditions that were not declared upon booking or there has been a change in contact numbers that we need to be aware of, please ensure that you hand written information upon 'signing in' in the morning.
- On arrival a member of our staff will take note of your name, and the name of who is collecting your child that day. You will also be asked to give a 4 digit number on your first day at club – this will be used as a 'collection pin' that the person who collects will be asked at the end of the day.

**Departure:**

- Will take place at the same outdoor point as registration.
- Children will be lined up at the collection time for the group that you have booked so please arrive as close to this time as possible.
- We will not allow a child to leave the club unless they have signed out with a parent / guardian that was listed during the registration process in the morning. If there is a change of who is collecting your child please contact the club via the number above and ensure the person collecting knows the 4-digit pin you set.

### What to bring:

- Food – Morning break snack, lunch and an afternoon snack (**no nuts – we are a nut free zone**). Either a lunch box or plastic bag is ok. Please bring a refillable drinks bottle with **your child's name on** – children can refill water bottles during the day.
- Suitable clothing for the weather forecast.
- **(Summer months only)** Sun cream and sun hat – **please arrive wearing sun cream** – our staff cannot physically apply cream for the children but we will remind them to reapply during break times. The once a day sun cream works well if suitable.
- **Please do not bring any toys, phones, devices or any unnecessary items from home – it's nice for children to socialise without these items 😊**

### Water Games (Summer months only):

On hot days we often play water dodgeball, and water tag guns; please feel free to pack a towel and spare clothes **on any days where the weather forecast is warm.**

### Breaks and Lunch times:

Children will have a morning snack from their lunch box; and lunch at lunchtime. We will also be having a short afternoon break so children can bring a snack for this time as well if you wish.

Children staying beyond 4pm will be provided a snack during this time.

### End of day presentation:

Winners of any competitions or events will be announced; as well as the daily 'star award'.

### Refillable drinks bottle:

We have plenty of drink breaks throughout the day so please ensure that **each day children have a named drink bottle they can refill.**

### Safety Information:

Staff are first aid trained, and will deal with any injuries sustained and an accident report form will be completed and communicated to the parent or guardian upon collection.

### Tuck Shop:

We have a daily tuck shop open after lunch has been eaten. £1 for 4 sweets

### Lost Property:

Our team do our very best to make sure all children have all their belongings before going home each day – any lost property will be bagged and stored at the end of the day, so please let us know if you've lost anything.

### Suitable Clothing:

Please ensure children have

- Suitable clothing you don't mind them playing in
- Warm clothing on cold days including **rain jackets for outdoor play as we like the children to have the choice to go outside whatever the weather!**
- Trainers



**Washing hands:**

Children and staff will wash their hands frequently throughout the day.

If your child has Covid-19 we ask that you follow the latest government guidance

Look forward to seeing you at the holiday club

Kind Regards

KZ team

**T** - Main Office: 01525 591036 (open 8am - 5.30pm during school holidays)

**E** - [hello@kidzzoneclub.com](mailto:hello@kidzzoneclub.com)

**W** - [www.kidzzoneclub.com](http://www.kidzzoneclub.com)