Registered Address: Canford Heath Infant School, Learoyd Road, Poole, BH17 8PJ
Telephone: 01202 380015 Email: contact@teachpoole.com
Company Number: 09484306

10th September 2026

Wraparound Care at TEACH

Dear Parents/Carers,

I would like to take this opportunity to welcome you and your child to the TEACH Trust and to advise you on the wraparound care provision at our four schools.

Breakfast Club
To help working parents, we offer a daily Breakfast Club between 7.45am and the start of the school day. We offer a variety of food such as cereal, scrambled eggs, beans, toast, yoghurt, fruit juice, milk and hot chocolate. Places are limited, so to avoid disappointment, please book as soon as possible. Places must be booked and paid for in advance via Arbor. This session costs £4.25.

Buddy Club After School Provision
Buddy Club is our fantastic, school run, after school club. This service offers extended school provision until 6pm, every day, term time only. In order to ensure that our after-school club is accessible to all children, we run one club at Haymoor Junior School for Ad Astra and Haymoor children and one club at Canford Heath Infant School for Canford Heath Infant and Junior children. Buddy Club offers a stimulating and engaging environment, maximising learning and fun and giving children the opportunity to thrive in a safe and caring environment.

Buddy Club runs the following sessions for Early Years:

Buddy Two – Short Buddy Club - £6.50 per session
3.00pm – 4.30pm - Games and activities, plus a drink and a snack

Buddy Three – Full Buddy Club - £14.50 per session
3.00pm – 6.00pm – Games and activities, plus a light supper, drinks and snack.

If you would like your child to attend either Breakfast Club or Buddy Club in this academic year, please could you complete the online Wraparound Care Application form which can be accessed on our school websites. Please note that we require 48 hours to process your online forms before you are able to book the sessions you require for your child.

Please note that, in line with our Terms and Conditions, you will NOT be able to book your child's sessions on Arbor unless your Wraparound Care application form has been completed and submitted to us as we will only release your child onto the system manually once your application form has been received. This is for safeguarding reasons, and no exceptions will be allowed.

Wraparound Care Application Forms:
To access the application form, please click on the 'Parent & Carers' tab and then the 'Wraparound Care' tab. Then select Wraparound Care application form. You will be able to complete the form online.

All sessions will need to be paid for in advance and in full at the time of booking with the exception of Childcare Voucher and Government Tax Free Childcare scheme payments as these are administered in Arbor by the school. Payment can be made via the Government Tax Free Childcare Scheme (subject to eligibility criteria). In order to use this method of payment, you will need to register with HMRC and set up a personal account. HMRC will then process your payment and pay the school directly. Payment can also be made using childcare vouchers through your employer. Full details of the childcare vouchers and registration numbers for all the schools can be found in the Wraparound Care Policy for Parents. If your childcare voucher provider is not on the list please contact finance@teachpoole.com and they will contact the company to see if we can register with them. When paying via the Tax-Free Childcare scheme or childcare vouchers please can you email your child's name, school, payment reference code and amount paid to finance@teachpoole.com to enable our finance team to credit your payment to your child's Arbor account. This will only need to be done the first time you pay this way.

Our wraparound provision for our Early Years children will begin on **Monday 21st September 2026** and if you require our wraparound provision for your Early Years child, you will be able to book sessions for Monday 21st September 2026 onwards, as soon as you complete an online form and receive a confirmation email from Arbor.

For further details of our wraparound care provision, please refer to the school website or contact via email buddyclub@teachpoole.com.

Yours faithfully,

Kellie Groves
Executive Assistant to the CEO