



The Ultimate Guide to Wraparound Childcare

Everything schools need to know
about setting up this vital service



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Wraparound Care



The parent and carer conundrum of juggling work with those tricky before and after-school periods is nothing new. Unless working parents are lucky enough to have willing grandparents on-hand to help or can call in favours from friends, it has long been a struggle to do the school drop off and be at work for 9am, with school pick-up presenting the same challenge.

Until now, wraparound childcare has been a 'nice to have', mostly depending on parent demand and school resource. It allows working parents the ability to extend the school day to fit in with their working hours but also the flexibility to factor in multiple drop-offs and pick-ups.

However, this facility is no longer optional for primary schools. The 2023 Spring Budget set out an ambition whereby all primary school children must have access to wraparound care by September 2026. Local Authorities are to receive an additional £289 million in funding to help schools and other private providers to establish this provision.

But for a large number of primary schools this will be a daunting task, with many wondering how they will staff, run and manage such a provision with already-stretched resources.

This guide has been produced using expertise and guidance from a range of experts involved in setting up wraparound care within schools. It is aimed at helping schools to establish a wraparound care provision with 'best practice' at its centre – without the stress.

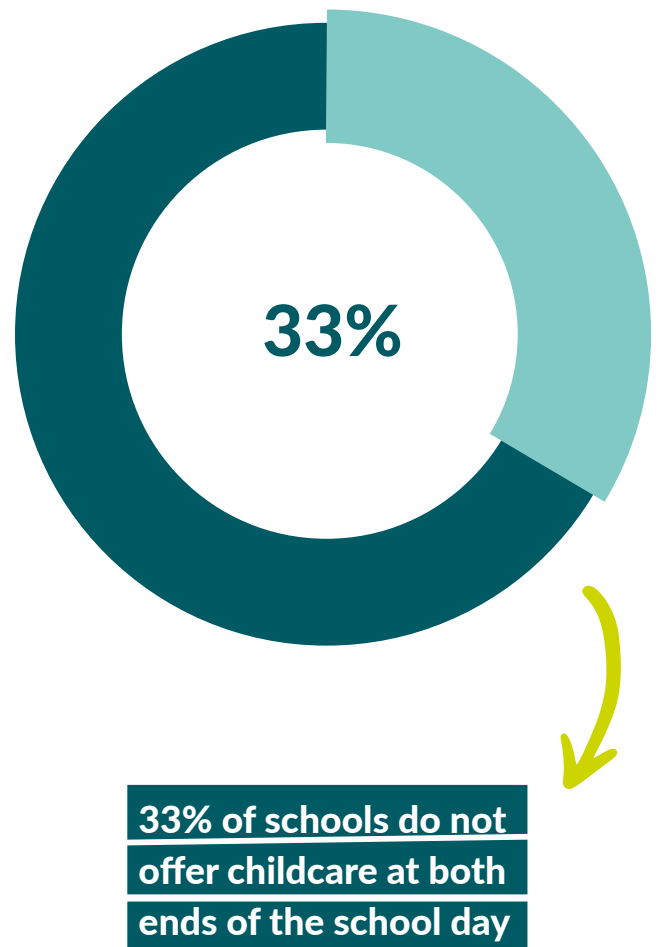


The need for wraparound childcare

A change in working patterns – especially mothers’ – over the past few years has meant that childcare is in more urgent need than ever before.

A government Childcare and Early Years Survey in 2022 highlighted that back in 2010 only 25% of mothers were working full time. By 2022 this had increased drastically to 41%.

As part of the 2023 Budget announcement Jeremy Hunt stated that, at the time, around 33% of schools do not offer childcare at both ends of the school day. This means some parents have to work shorter hours than they would like, due to having to fit into the school day. In fact, 24% of parents could not do their jobs if it wasn't for wraparound care.



Who funds wraparound care?

The initial funding from the government is designed to help schools to establish wraparound care and covers the first two academic years. As part of this set-up process, Local Authorities will work with schools to implement parent-funded provision which is both high quality and affordable.

Those on Universal Credit can claim up to 85%* of their childcare costs which includes wraparound care.

Working parents can access Tax Free Childcare which offers up to £2,000 a year towards childcare and can also be used towards the cost of wraparound care. Anyone currently using the Childcare Voucher scheme can continue to do so if they remain with the same employer who continues to run the scheme, however it's important to note that this scheme closed to new entrants in 2018.



* Up to a value of £951 for one child, and from £1,109 to £1,630 for two or more children.



Benefits of wraparound care



For children

The quality of a child's early experiences makes a critical difference as their brains develop, providing either strong or weak foundations for learning, health and behaviour throughout life.¹

The benefits of wraparound care extend beyond providing convenient childcare for working parents, with academic studies showing that after-school activities improve both physical and psychological health.

In fact, attendance at before and after-school clubs and activities is shown to improve attention and participation in the classroom as well as reducing the likelihood of behavioural problems arising.

Partaking in after-school activities helps to broaden children's interests, introducing them to a range of enriching activities and sports that may not be covered in the school day. They may even identify a new hobby or interest.

This time is a valuable way to further enhance social skills, with children of all ages together in a more informal environment. It can also be a great way of ensuring homework gets done in a quiet, supportive environment.

For school

The benefits of wraparound care in strengthening relationships between parents and schools can't be underestimated.

Parents who have access to a high-quality and affordable wraparound care provision are likely to feel supported by their school, and therefore their overall perception of the school – and indeed the school's reputation – will almost certainly be positive.

In many areas and for many parents, this service is a deal-breaker when it comes to primary school selection. For schools to remain competitive, offering a wraparound care service is vital, or they may find that their numbers – and subsequent funding – suffers.

In addition, schools may well see an improvement in children's performance in class. Research shows that children who have had breakfast are twice as likely to perform well in tests. The nutritious breakfast provided at the before-school club means those attending won't have the option to skip this important meal.

One benefit to schools that can't be overlooked is income generation, whether that be from the charge to parents or even hall-hire fees (if using an external provider).

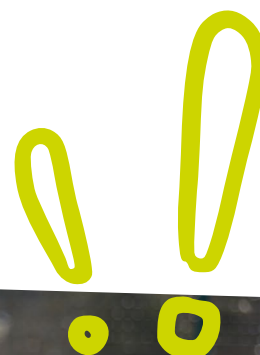
The challenges schools face

Establishing any new service or provision means new systems need to be created and a team set up. Wraparound care brings with it its own administration from booking and registration, to payment and planning, not to mention how the before-school breakfast or after-school snack is provided.

Your best practice guide

For schools, parents and children, wraparound care is an integral part of a child's day and offers learning and development opportunities beyond the school day. But, to maximise this time, it's vital to get the framework right.

Here, we cover all of the key areas that need to be considered.



See next page

Administration

Administration is undoubtedly one of the most daunting aspects of wraparound care, but, with a dedicated team in place and some well-thought out systems and processes, it needn't be an issue.

Ofsted registration:

Wraparound care facilities are subject to Ofsted inspections and in order to remain compliant, any wraparound facility will need to apply for registration with Ofsted. There are two different registers so it's important that you review them carefully before selecting which one applies to your school or setting.

Most wraparound care facilities that exist within a primary school will need to register with the Childcare Register. This Register is made up of two parts, a Compulsory part which is where the children in your care are five to eight years old, and the Voluntary part which must be joined if the children being looked after are eight and over.

Meeting Ofsted requirements once registered is vital to remain compliant and to remain operational. A word of warning – don't leave applying to the last minute as the process can take up to 25 weeks. For more detailed information on meeting the requirements see Ofsted.

Communication with parents and carers

It's important that wraparound care facilities have a clear vision for what they want to achieve, and that this is communicated to parents and carers. Providers must make the following information available to parents and carers:

- How the Early Years Foundation Stage (EYFS) framework* is being delivered within the setting and how parents and carers can access more information.
- The type and range of activities and experiences that are being provided for the children, the daily routines of the setting and how parents and carers can share learning at home.
- How the setting supports children with special educational needs and disabilities.
- Food and drinks provided for the children.

***Applicable if the setting is on this particular register.**



Policies and procedures

There are a number of policies and procedures that apply to wraparound care provisions that may be different to the regular school day, so having a separate list is important. We recommend having policies on each of the following:

Developing procedures needn't be a headache, the Ofsted EYFS framework provides a great source of guidance.

- ☐ Administration of medicine
- ☐ Admissions and registration
- ☐ Promoting positive behaviour
- ☐ Complaints and compliments
- ☐ Equality of opportunity
- ☐ Fire safety policy
- ☐ Health & safety
- ☐ Mobile phone and electronic device
- ☐ Prevent duty and radicalisation
- ☐ Overall approach to risk assessment
- ☐ Safeguarding & child protection
- ☐ Special Education Need and Disabilities
- ☐ Whistleblowing
- ☐ Domestic abuse
- ☐ Looked after children
- ☐ Acceptable internal use
- ☐ Alcohol and substance abuse
- ☐ Critical incident
- ☐ Delivering first aid and accidents on site

- ☐ Discriminatory behaviour
- ☐ Early learning opportunities
- ☐ Equipment and resources
- ☐ GDPR & record keeping
- ☐ Grievance policy
- ☐ Infection control
- ☐ Intimate care routines
- ☐ Key person requirement
- ☐ Lost or missing child
- ☐ Manual handling
- ☐ Modern slavery and child trafficking
- ☐ No smoking or vaping policy
- ☐ Online safety
- ☐ Outdoor opportunities
- ☐ Parents and partners policy
- ☐ Promoting wellbeing
- ☐ Responding to allergies
- ☐ Safer recruitment
- ☐ Safer sleeping practices
- ☐ Sickness and illness
- ☐ Social networking
- ☐ Special consideration for employees
- ☐ Staff development and CPD
- ☐ Staff disciplinary policy
- ☐ Staff safeguarding and supervision
- ☐ Staff working with their own children
- ☐ Statutory ratios and deploying staff
- ☐ Sun safety

Staffing

The staffing of wraparound care sessions often falls to TAs, classroom assistants and lunchtime supervisors. However, putting together a dedicated team who can meet the needs of the provision and provide an outstanding daily experience for children is crucial.

No matter who is running the sessions, a few important elements need to be considered:

- How many members of staff are present at each session will depend on how many children are attending to ensure statutory ratios are met. However, it can be hard to plan for exact numbers when bookings are taken up until the same day as the club, something that is a benefit to parents but can prove problematic for those running the club.
- All members of staff will need the appropriate training and qualifications as well as a clear understanding of their roles and responsibilities and a sound understanding of the policies and procedures for the setting.
- In terms of qualifications, it's important to refer to the type of Ofsted register the facility is registered with. For example, the Voluntary part of the Childcare Register requires at least one person to be qualified to Level 2 in a subject relating to the service being provided. There are specific requirements in terms of food safety, first aid and safeguarding for each register.
- Staff absences can be a major cause for concern, so a contingency plan is always needed. Having flexi staff available on hand who can work if permanent staff are unwell and also utilising external staff from other venues are good options.



Planning

Engaging families and the whole school is vital to ensure a holistic approach to wraparound care. While it's important to make sure wraparound time is separate from school time so children don't see it as a continuation of the school day, it's also important to ensure activities are aligned to your school's ethos and curriculum.

Seven areas of learning

1. **Communication and language**
2. **Personal, social and emotional development**
3. **Physical development**
4. **Literacy**
5. **Mathematics**
6. **Understanding the world**
7. **Expressive arts and design**

Thorough planning should consider the following:

- Planning each session is important, no matter how many children are attending. Failing to properly consider the logistics of each session may be detrimental to the children's experience.
- Providing a rich, well-rounded curriculum supports children in all seven areas of learning and is supported by effective teaching.
- Leaders will need to consider the range and type of activities and experiences provided for the children, the daily routines of the setting and how parents and carers can share learning at home.
- Ensuring quiet time is built into the after-school session is a must, so children can sit and read quietly, get on with any homework or simply do some drawing.
- As well as planning engaging and diverse activities, leaders are responsible for managing children's behaviour in an appropriate way. A structured approach to supporting children in managing their feelings and socialising can be helpful. It's also important to work with the school and ensure behaviour management methods are consistent with the school's policy.
- A key consideration is addressing how the service will provide outcomes for all, including those children with special educational needs and disabilities (SEND).

See Appendix A for sample before and after school session plans.

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Ensuring inclusivity

Inclusion means that all people should be freely and openly accommodated without restrictions or limitations of any kind.²



As with school, any wraparound care provision must be equipped to offer a quality provision for all children.

Following these steps will help to ensure any additional needs are properly considered when setting up a wraparound care facility:

Assess

Understand how many children at the school have EHC plans in place and what would be required if they were to attend a before or after-school club. This way, no matter which child books on – ahead of time or last minute – the setting will be prepared. Have early meetings with parents to understand any additional needs.

Ahead of each week, review which children are booked to attend and whether there are any SEND requirements or health needs.

Plan

If there are any additional needs which need to be addressed, look at how you can make any adjustments to activities. Ensure one member of staff is a designated SEND point of contact, who can provide extra help and support.

Review

Each term, review the SEND measurements in place. Have they worked? Have the children been fully supported? Have the children experienced positive outcomes in their sessions? What could be done better? Are any further adjustments needed?

05

Booking and payment

Getting children booked in and taking payment can be a hassle for schools, but there are multiple booking platforms available which enable a streamlined service.

Settings need to decide on their prices per session and how far in advance they take bookings. A big benefit for parents is having last-minute flexibility, so having the option to book on the day will be popular if plans change last-minute.

Another consideration in terms of payment is managing any childcare funding that is used towards the cost of the sessions. When choosing a payment platform it's worth making sure the functionality caters for this.



06

Resources and space

Depending on how many children are attending, wraparound care can be held in a spare classroom, the school hall or within an outside space. Ideally, all of these areas would be used depending on the activities offered.

Schools don't need to spend precious funds on purchasing a suite of new resources for their wraparound care sessions, but should instead look to maximise the resources they already have available.

Identify current resources and consider how the equipment can be used to ensure the children's learning is purposeful and ambitious.

What's important is that children have a choice in what they do at each session, therefore they need access to a broad range of opportunities and activities.

Schools must now be taking a more sustainable approach towards resources, re-using and recycling where possible.



Breakfast is often considered the most important meal of the day and is known for being vital fuel for learning. With 4 million children at risk of hunger every day in the UK, every school that offers wraparound care – and with it a healthy breakfast – can have a direct impact on those at risk.

Schools preparing to offer wraparound care need to consider how they will provide both breakfast for those children attending before-school sessions, and a healthy snack for the after-school sessions.

It's likely that the school caterer will not be on-site for these sessions, so plans need to be made for preparing food.

Again, choice is important, so rather than just offering one option, children should be able to choose their meal or snack based on their own preferences. Staff should be encouraged to treat mealtimes as a learning experience, discussing nutrition and hydration with the children.

Please note that Ofsted will expect that at least one member of staff has a Food Handling and Hygiene Level 2 qualification.



Read on...

Healthy breakfast ideas:

Creamy porridge with toppings such as banana and cinnamon

Scrambled egg on toast

Granola with yoghurt and blueberries

Nutritious snacks could include:

Bagels or pitta bread with a choice of toppings such as houmous, cream cheese or marmite

A variety of sliced fresh, seasonal fruit

Carrot and cucumber sticks and a selection of dips

Sandwich fillings e.g. cheese, ham

There must be suitable facilities for the hygienic preparation of food, or, outside caterers can be used to deliver meals to the site rather than staff preparing in-house. Sample menus and further guidance can be found [here](#).

A key part of the booking process needs to be to identify whether any children have any special dietary requirements, preferences or food allergies. Any health requirements should be confirmed with the parents in writing before the child starts, and all staff must be briefed to ensure a child's allergy / intolerance is well catered for.

Leadership and management

Wraparound care needs effective leaders who are able to develop and implement robust policies and procedures to comply with the legal duties around safeguarding and welfare requirements for children, regardless of their age.

Leaders must also be able to evaluate the quality of their provision and plan to enhance it in a cycle of ongoing improvement and development. To do this effectively, leaders must also focus on staff wellbeing and reflect this in safeguarding supervision meetings.



Quality Assurance



From the outset, settings should have quality at the heart of their wraparound care delivery. Understandably, a lot of time and energy will go into setting up the administration side of the provision, but this shouldn't be to the detriment of the child's experience.

Regular reviews with both the headteacher and delivery team are vital to ensure the provision is meeting the needs of the families and pupils.

A quality checklist could include the following:

- ☐ Do we meet Ofsted's requirements?
- ☐ Is the environment safe, suitable and welcoming?
- ☐ Do we offer healthy and nutritious food options?
- ☐ Is there a wide range of age-appropriate activities?
- ☐ Are the staff child-focused?
- ☐ Is there a process in place to ensure ongoing improvements to the staff and provision?
- ☐ Are we inclusive?



A final note:

Wraparound care has always been a valuable facility for families, offering numerous benefits for all involved, as well as being a crucial part of supporting the community a school is based in.

With the information detailed in this guide, establishing this service need not be a minefield, but with the right team in place, can lead to a top-quality service with minimal stress.

External providers

Some primary schools may choose to outsource their wraparound childcare to an external provider, which takes away the majority of the administrative burden.

Top tips:

- Do your research – spend time looking for a provider that aligns with your school's ethos.
- Quality assurance – how does the provider ensure quality throughout its facility?
- Do all staff meet the requirements for the environment?
- Is the provider Ofsted registered?
- Does the provider have a reputation for being reliable?
- Ask for testimonials.



See next page

Continued...



Your partner for wraparound care

If you are wanting to look into external providers, Premier Education can help. As the fastest-growing wraparound care provider in the UK, its experience is second to none.

Why choose Premier Education?

- Ofsted-registered.
- Each school has a dedicated wraparound care manager.
- It takes care of everything, from booking and planning, to catering and staffing.
- It works closely with each school, tailoring sessions to align to a school's curriculum.
- It provides a wide range of inspiring activities for pupils.
- No cost to schools.

Your partner for quality assurance

No matter whether a school chooses to run its wraparound care provision internally or use an external provider, it may decide to employ the services of a consultant to support the delivery team and ensure consistent levels of quality.

B11 Education is an experienced education consultancy with a proven track record of helping schools maintain and raise standards across all areas. Its consultants have had experience as headteachers, Local Authority Advisers, Ofsted inspectors or former HMI, or DfE Education Advisers.

Why choose B11 Education?

- Schools can choose from a range of packages available to suit their individual needs.
- B11 works with both delivery partners and schools to support them in providing safe settings that ensure the welfare of the children attending them.
- It offers effective leadership training and coaching.
- It works with leaders to put in place robust policies that help them to meet their duty of care.
- Supports leaders to quality assure their provision.
- Curriculum review and evaluation.



Appendix

Example wraparound care activity timetable

Time	Monday	Tuesday	Wednesday	Thursday	Friday
07:45	Sign in	Sign in	Sign in	Sign in	Sign in
07:45 - 08:15	Indoor board games and building activities	Indoor board games and building activities	Indoor board games and building activities	Indoor board games and building activities	Indoor board games and building activities
07:45 - 08:15	Arts and crafts	Arts and crafts	Arts and crafts	Arts and crafts	Arts and crafts
08:15	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
08:15 - 08:40	Art and crafts / card games	Art and crafts / card games	Art and crafts / card games	Art and crafts / card games	Art and crafts / card games
08:40	Tidy up time	Tidy up time	Tidy up time	Tidy up time	Tidy up time
08:45	Class drop off	Class drop off	Class drop off	Class drop off	Class drop off

Time	Monday	Tuesday	Wednesday	Thursday	Friday
15:15 - 15:30	Registration	Registration	Registration	Registration	Registration
15:30	Snack time	Snack time	Snack time	Snack time	Snack time
15:30 - 16:30	Tagging games	Just dance	Archery	Baking/Cooking	Football
15:30 - 16:30	Multi sports	Multi sports	Multi sports	Multi sports	Multi sports
15:30 - 16:30	Themed arts and crafts	Themed arts and crafts	Themed arts and crafts	Themed arts and crafts	Themed arts and crafts
16:30 - 17:15	Football	Cricket	Handball	Tag games	Capture the flag
16:30 - 17:15	Tennis	Yoga	Basketball	Rounders	Parachute games
16:30 - 17:15	Free play	Free play	Free play	Free play	Free play
17:15 - 17:45	Dodgeball	Target games	Dance games	Boccia	Film Friday
17:15 - 17:45	Table Tennis	Table Tennis	Table Tennis	Table Tennis	Table Tennis
17:15 - 18:00	Sign out	Sign out	Sign out	Sign out	Sign out



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