

Newtownwhite Educate Together NS

Ballysakeery,
Ballina,
Co. Mayo F26TP63

096 32728/ 086 793 3559
newtownwhite@gmail.com
www.newtownwhiteetns.com

Roll Number: 09040K



1. Core Identity

- **Name of Service: Newtownwhite ETNS Afterschool**
- **Mission Statement:**

"In our small school with big hearts and big dreams, we nurture happy children in a warm, playful, and positive atmosphere filled with grá. We celebrate diversity and inclusion, ensuring a voice for all in a safe, welcoming space where every child is accepted, valued, and supported. Rooted in kindness and community, we help each child grow with confidence and joy—where learning and wellbeing go hand in hand."

2. Aims and Objectives

- **Providing a safe and supervised environment.**
- **Supporting social development through peer interaction.**
- **Offering a balance of structured activities and free play.**
- **Providing a dedicated space/time for homework support**
- **Promoting healthy eating habits through nutritious snacks.**

3. Services Provided

- **Hours of Operation: (1:30 PM to 4:30 PM, Monday to Friday).**
- **Age Range: (4 years to 12 years).**
- **Capacity:12 children.**

4. The Daily Routine

Time	Activity
Arrival	Check-in, handwashing, and transition from class.
Nutrition	Healthy snack
Homework	Quiet time for supervised homework (optional for parents).
Active Play	Outdoor games, sports, or physical activity.
Creative Play	Arts, crafts, baking, or free-choice play stations.

5. Policies and Governance

- **Staffing:** 1 lead afterschool teacher, 1 substitute available
- **Inclusion:** Educate Together schools are committed to an inclusive, equality-based ethos where all children, irrespective of their social, cultural, or religious background, are equally respected and no child is an outsider". This is reflected in our Afterschool Service.
- **Child Protection:** See our Child Safeguarding Statement.
- **Complaints:** See complaints procedure

6. Management and Contact Details

- **Manager/Registered Provider: Tracey Jones**
- **Afterschool Leader: Grace Sweeney , Rosa Sanchez Escarra(Substitute)**
- **Contact Info: tracey@newtownwhiteetns.com**
- **Address: Newtownwhite ETNS, Ballina, Co. Mayo, F26 TP63**

Statement of Purpose and Function

1. Mission and Philosophy

Our service provides a child-centred, safe, and inclusive environment that mirrors the [Educate Together Ethos](#). We believe in a "home-from-home" atmosphere where children are respected as individuals and encouraged to take an active role in shaping their afternoon.

2. Service Function

- **Type of Service: School-Age Childcare (Sessional Afterschool).**
- **Target Group: Enrolled students of Newtownwhite Educate Together.**
- **Age Range: 4 years to 12 years (Junior Infants to 6th Class).**
- **Operational Hours: 1:30 PM – 4:30 PM, Monday to Friday (Term Time only).**
- **Capacity: Maximum of 12 children, maintaining a 1:12 staff-to-child ratio.**

3. Aims and Objectives

- **To offer a democratic space where children have a voice in choosing their daily activities.**
- **To support social development through multi-age peer interaction in a co-educational setting.**
- **To provide a balance of free play, structured creative workshops, and physical activity.**
- **To facilitate a relaxed environment for optional homework support, respecting the parent's role as the primary educator.**

4. Daily Routine (1:30 PM – 4:30 PM)

Time	Activity Focus
1:30 – 1:45	Infant Arrival: Welcome and transition for Junior/Senior Infants.
1:45 – 2:30	Creative Play & Rest: Choice-based indoor activities (blocks, art, reading).
2:30 – 2:45	Whole Group Arrival: Welcome for 1st–6th Class; communal healthy snack.
2:45 – 3:30	Choice Time: Outdoor active play or supervised Homework Club.
3:30 – 4:15	Workshop/Project: Themed activity (e.g., STEM, Baking, Drama) or Child-led play.
4:15 – 4:30	Tidy & Reflection: Group check-in and preparation for collection.

5. Governance and Safety

- **Staffing:** All staff are Garda Vetted and hold relevant qualifications in Childcare or Education.
 - **Inclusion:** We operate an Equality-based policy; no child is considered an "outsider" regardless of belief, gender, or background.
 - **Safeguarding:** A comprehensive [Child Safeguarding Statement](#) is displayed and followed at all times.
 - **Fees:** Our service is provided on a pay as you go basis. 5 Euro per hour. Payment is made via our Aladdin app. This is paid fortnightly.
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6. Healthy Snack Policy

In line with our commitment to physical well-being and environmental responsibility, we provide a communal snack time that is social and nutritious.

- **Nutritional Standards:** We provide snacks that are low in added sugar and salt. This includes fresh seasonal fruit, vegetables, whole-grain crackers, and dairy (or dairy alternatives).
- **The "Social Table":** Snack time is used as an opportunity for conversation and social development. Children are encouraged to help with set-up and clean-up, fostering independence and a sense of community.
- **Hydration:** Fresh drinking water is available and accessible to children at all times. We discourage sugary juices or fizzy drinks.
- **Allergies & Dietary Needs:** As an inclusive service, we maintain a strict allergy-aware environment. We work closely with parents to accommodate specific dietary requirements, including vegan, gluten-free, or religious dietary needs.

- **Sustainability:** We encourage minimal food waste and use reusable containers and compost bins where possible, aligning with the "Green Schools" initiatives often found in Educate Together schools.

7. Outdoor Play and Physical Activity

We believe that "there is no such thing as bad weather, only unsuitable clothing." We aim to get children outdoors every day to ensure they have the space to move and decompress after the school day.

- **Utilization of School Grounds:** We have access to the school yard to play.
 - **Nature-Based Learning:** We encourage free play in a supervised manner (climbing, balancing) to build confidence and gross motor skills.
 - **Free Choice:** Outdoor time is not always structured; children can choose between active games (football, tag) or quieter outdoor activities like chalk drawing or nature observation.
 - **Weather Readiness:** We ask that parents provide appropriate gear (wellies, raincoats, or sun hats) to ensure every child can participate comfortably in all conditions.
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8. Admissions and Enrollment

- **Priority:** Priority is given to students currently enrolled in the school.
 - **Process:** Parents must complete a full Registration Form, providing emergency contacts, medical history, and authorized collection details before the child's first day.
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- 1. School Name: Newtownwhite ETNS**
 - 2. Staff Names: Tracey Jones (Designated DLP), Grace Sweeney, Rose Sanchez Escarra**
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Afterschool Parental Consent & Agreement Checklist

Child's Name: _____ **Date of Birth:** _____

1. Medical & Emergency Care

Please tick each one if consent given

- **First Aid: I consent to the administration of basic first aid by trained staff if required.**
- **Emergency Treatment: In the event of a medical emergency, I consent to the service seeking professional medical help (including ambulance/hospitalization) and for my child to receive necessary treatment as advised by medical authorities.**
- **Medication: I understand that any medication (prescribed or over-the-counter) requires a separate, specific Administration of Medication Form.**

2. Daily Activities & Outings

- **Outdoor Play: I consent to my child participating in daily outdoor play on the school grounds.**
- **Sun Protection: I consent to staff applying sunscreen (provided by me) when necessary.**

3. Digital Media & Privacy

- **Service Records:** I consent to my child being photographed/recorded for internal pedagogical records and observations.

4. Policies & Terms of Service

- **Ethos & Behaviour:** I have read and agree to support the service's Positive Behaviour Management Policy, which aligns with the [Educate Together Ethos](#).
- **Child Safeguarding:** I have been made aware of the [Child Safeguarding Statement](#) and know who the Designated Liaison Person (DLP) is.
- **Collection Policy:** I agree to collect my child no later than 4:30 PM and understand that only authorized persons listed on the registration form may collect them.

Parent/Guardian Signature: _____

Date: _____

Print Name: _____
