



ADMISSIONS

Introduction

Pear Tree Holiday club runs for up to 8 weeks a year during the school holidays; registered for holiday club care for local children aged 3-16. It is a fully inclusive holiday club, catering for the needs of children from mainstream schools and those with SEND. The majority of the staff team in the holiday club are Pear Tree School staff. The holiday club is managed by the Voluntary Management Committee which regularly reviews provision to ensure we continue to meet need.

The Holiday Club doesn't run during the Christmas holidays or for the last 3 weeks of the summer holidays.

The holiday club currently opens at 9am and closes at 4pm.

The most important consideration is that every child attending Pear Tree Holiday Club is happy, feels safe and wants to come again!

Consequently, we will work closely with parents to risk assess new children or children with changing needs to ensure we can meet needs and keep all children safe whilst attending our holiday club.

Cost

Places for mainstream children who do not have an EHCP are at £30 a day, or £15 for half a day.

Places for children who have Special Educational Needs are charged £13.50 per hour or are Break Time funded.

Capacity

With the limitation of staff and premises (holiday club largely takes place in the School Hall) then we have a capacity of up to 30 places of which 12 are reserved for SEND children.

If mainstream places are not filled then we may choose to take more SEND children dependent upon the needs of the children attending and staff availability.

Place Allocation

Parents should complete a booking form that will have been made available at last holiday club or through contacting Pear Tree School; a copy of the booking form is also available in the school website.

A completed application should be sent to the holiday club and a place is available on a first come first served basis.

New SEND Children

Being able to meet need and keeping all pupils safe is key to our operation and the overall enjoyment. Therefore before a SEN child attends the holiday club managers will undertake a short face to face assessment with parent/carer and child in the setting and agree the suitable provision with the parent/carer.

Banding

Each child with SEND will require a different level of support within the holiday club and because of this we operate a banding system to ensure we can meet all children's needs on a particular day. As an example, we may only have one band 3 place available on a given day but may have more places available for children in band 2.

*	Needs
Mainstream	Attend mainstream school. No identified needs or adaptations to the provision required.
Band 1 SEND	Attend mainstream or specialist provision and will have additional needs. They may or may not have an EHCP. These children do not require any identified support or adaptations to the mainstream provision. They are independent in the provision, have appropriate interactions with peers, able to follow instructions, independent with own personal care/ lunch times. They may have a care plan but no regular routine interventions will be required as a result.
Band 2 SEND	Attend mainstream or specialist provision and will have additional needs. They will likely have an EHCP that requires adaptations to be made to the provision. They will require some 1:1 and possibly 2:1 support throughout the day at identified times such as help with feeding and personal care. They may need some extra support at times to interact with activities/peers and the provision.
Band 3 SEND	Will have an EHCP that requires significant adaptations to be made to the provision. They will require 1 or more of the following: moving and handling plan, positive handling plan, care plan and a high level of support throughout the day within the provision. There will be identified times when the child requires 1:1 and possibly 2:1 support e.g. for moving and handling/feeding/regular medication/ behaviour support and they may require support to access provision and interact with friends. They will need to be supported in a small group throughout the day.
Band 4 SEND	Child will have an EHCP and will be funded within school at a high level to reflect the high staffing ratio required to meet needs. They will require significant adaptations to the provision and 1:1 or 2:1 support throughout the whole day. They may have complex needs, sensory processing, medical needs that require support from a health professional during the day, challenging behaviour. They may access

	personalised timetables in school to help with regulating sensory needs and behaviour. We are unable to meet need within our holiday club due to the high levels of specialist support required.
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Unable to Meet Need

Whilst Pear Tree Holiday Club endeavours to meet the very individual needs of all children, there may be some children whose needs we may not be able to safely meet within our provision due to the staffing ratio, funding and lack of onsite medical support and behaviour support. Examples may include:

- Certain medical conditions that require specific training and input from health professionals e.g. a child with a tracheostomy or who requires a ventilator.
- Challenging behaviour that requires a high level of staffing to keep the child and others safe.
- The Holiday Club cannot meet the needs of pupils who attend Pear Tree Compass Centre due to the extremely bespoke and personalised structured timetables these students require at school and the high level of staffing they require throughout the day to enable them to regulate behaviour.
- Child needs 1:1 support at all times