



EMMANUEL CHURCH OF ENGLAND SCHOOL
152-158 Mill Lane, West Hampstead, London NW6 1TF
Telephone: 020 7431 7984
Email: admin@emmanuel.camden.sch.uk

Executive Headteacher: Mrs Laura Hall
Head of School: Miss Kate Roscoe

Wraparound Care at Emmanuel – ‘The Den’

Dear Parents and carers,

The school’s wraparound care offer, AKA ‘The Den’, will be recommencing in the Spring term from **Monday 13th April up until and including Thursday 16th July** for children in **Nursery – Year 6**.

The Den is located in the Alpha building. You can request to book either a 2-hour session which runs from 3.30pm-5.25pm or a 1-hour session which runs from 4.30pm-5.25pm. In both instances, children can be collected at any time but must be collected by 5:30pm at the latest.

Children attending Emmanuel activity clubs can book the 4.30 - 5.25pm session and a member of staff will collect children from their clubs and take them to The Den.

The Den will be open to the entire school, however priority will be given to Nursery and Reception children, who currently have no other after school clubs available to them.

Please note that payments will need to be made for *the whole term in advance*. The costs per session are as follows:

Whole School (Nursery to Year 6)

	1-hour session 4.30-5.25pm	Sessions	Cost per day for the term
Monday	£7.50	12	£90
Tuesday	£7.50	13	£97.50
Wednesday	£7.50	13	£97.50
Thursday	£7.50	13	£97.50
Friday	£7.50	11	£82.50

	2-hour session 3.30-5.25pm	Sessions	Cost per day for the term
Monday	£15	12	£180
Tuesday	£15	13	£195
Wednesday	£15	13	£195
Thursday	£15	13	£195
Friday	£15	11	£165

Please note these costs are per session and if your child is doing more than one session per week, then you must add the relevant costs together.

How do I book?

To sign up for the club, please visit <https://login.arbor.sc/> or open your Arbor app. You will need to log in with the information that is requested on the front page. The booking facility will be open from **8.00pm on Sunday 15th March 2026** and will close at **12.00pm on Wednesday 18th March 2026**. In order to secure a place you will need to make payment within Arbor, at which point you will automatically be added to the club list and it will be visible within your child's profile. When a club is full, there will no longer be the facility to book or make payment for it.

If you would prefer to pay for your club via HMRC Tax Free Childcare or with Childcare Vouchers, please register for the club but do not make payment. Instead, make payment to the school through your chosen scheme or provider and email us on clubs@emmanuel.camden.sch.uk to let us know what to expect.

Ad Hoc, Bookings

We will not be taking ad hoc, one off bookings next term.

Who will be running it?

The club will be staffed by Rising Stars who are specialists in wraparound care for children. We have worked closely with them over the last few months to build an offering which is tailored to our children.

Behaviour

Clubs are an extra-curricular joyful experience for children. We expect the same exemplary behaviour in clubs that we do in school. We will be working closely with our club leaders to monitor behaviour.

When behaviour is not at the expected standard, following a reminder, children may be asked to leave the club without a refund.

School Closures

In the event of any unforeseen school closures, i.e – Strike action, a refund will be issued for the sessions missed.

Yours faithfully,

Ms Roscoe
Clubs Co-ordinator