

**Little Paxton Primary School**  
**Wraparound Care Specification**  
September 2023



**1. Background**

This service specification relates to the provision of high quality, child centred, safe, inclusive and financially sustainable wraparound care for families within Little Paxton Primary School.

**2. Scope**

Little Paxton Primary School is tendering for a provider to run wraparound care at the school. The successful provider will be expected to carry out their own market research to determine its offer. However, at minimum, it will be expected to offer a breakfast club for up to 26 children from 7.30am, and an after-school club for up to 26 to 6pm, term time only. The provider must deliver wraparound care from this setting for children aged 4 to 11. The premises may also be used for pre-school and school aged children from 9am to 3pm by a different provider or by the school.

**3. Location**

The wraparound care must be from the premises provided by Little Paxton Primary School.

**4. The provider**

The provider will be a collaborative partner with a community-orientated ethos, coupled with a sustainable business model.

Organisations who wish to tender must be able to demonstrate relevant experience and be currently running or have recently run an Ofsted registered setting which has met the Ofsted requirements (where an organisation is running more than one setting it must have 100% of its settings having met the Ofsted requirements).

The provider must be currently registered on the Ofsted Early Years Register and the Ofsted Compulsory Childcare Register.

Organisations must also have proven financial stability and a commitment to quality, inclusion and continuous improvement.

The provider is required to seek legal advice to establish whether there are TUPE implications in this instance.

**5. Service Requirements**

Children will receive a positive and enjoyable experience in a supporting, nurturing and stimulating environment where they are protected from harm.

The successful bidder will be required to complete all necessary legislative requirements including Ofsted registration of the setting before opening.

## **6. Core Principles**

From the day of opening the provider will be registered with Ofsted for all aspects of service provision, and will meet and exceed statutory requirements and guidance in areas including, but not limited to: staff qualifications, staff ratios, paediatric first aid trained staff, child protection and safeguarding, Special Educational Needs and Disabilities, recruitment processes, confidentiality, governance, social value and sustainability.

In addition to the above requirements, the provider must seek to register with Environmental Health, regarding the food provision, and to be in line with the food law code of practice [Food law code of practice \(England\)](#). The provider must seek to register with the appropriate district council's environmental health department within a reasonable timeframe upon appointment to operate the provision.

## **7. Expected Outcomes for Children**

Children will receive quality and enjoyable wraparound care in a supporting, nurturing and stimulating environment.

The provider will promote children's physical, emotional, spiritual, language and cognitive development to support their lifelong learning, their mental and physical health and their ability to develop positive friendships and relationships.

## **8. Expected Partnerships**

When required staff will work closely with other educational and health experts to ensure each child receives care that is suited to them.

Leaders and managers will monitor practice on a regular basis to ensure it is of high quality and will continually lead a drive for improvement in the setting.

Ensure strong leadership and management structures are in place, which play a significant role in quality improvement, self-evaluation and reflective practice and the identification of key strengths and weaknesses.

Leaders and managers to communicate with Early Years and Childcare advisers in the Early Years Service where appropriate, and to seek advice and support in relations to aspects of the provision relating to Early Years and Childcare.

## **9. Timetable**

The provider must be ready and able to open the setting from 30<sup>th</sup> October 2023.

## **10. Child Protection and Safeguarding**

The provider will ensure that child protection and safeguarding are given the utmost priority, to ensure children are protected from harm, and their welfare promoted at all times.

All practitioners and their managers must understand fully their responsibilities and duties as set out in legislation and associated regulations and guidance, including lessons learnt from serious case reviews.

Safer recruitment procedures must be followed for all staff appointments, volunteers and outside agencies so that no person commences work before all suitability checks have been completed.

**11. Licence Fee**

A licence fee will be determined for the successful applicant with Little Paxton school. This will be set within the County Council's average range at £12 per hour.