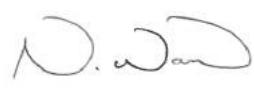




Amwell View School Out of School Hours Learning (OSHL) and Remote Learning Policy

Last Reviewed Date:	09/05/2025	Reviewed:	01/05/2026
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School Business Manager:		Date:	07/05/2026
Headteacher:		Date:	08/05/2026
Link Governor		Date:	11/05/2026

Date of Next Review:	April 2027
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1. Rationale

Amwell View School is committed to the principle of developing the best possible learning opportunities both inside and outside of curriculum hours for all of its pupils. We believe in providing structured and highly motivating extra curricular learning opportunities at lunchtimes and after school.

2. Aims and objectives

- To provide challenging, stimulating and innovative learning experiences beyond the range of the national curriculum.
- To provide safe and fun experiences.
- To provide an environment in which students experience success, which is recognised and celebrated.
- To raise self-esteem.
- To provide appropriate enrichment activities that develop their experience of the outside world.
- To provide social interaction with peers outside of their class.
- To provide students with opportunities to further develop their interests.
- To promote an active lifestyle and independence.

3. Benefits to our pupils

- To promote an enjoyment of different activities and a desire to continue this throughout life.
- To develop pupils' self-esteem, self-advocacy, ability to interact, empathise, and engage with a range of people, which promotes their sense of belonging, and a positive outlook on life.
- To encourage pupils to explore and develop different interests and encourage the need to persevere in order to reach their full potential.
- To develop positive attitudes in a range of activities.
- To develop good listening and communication skills with the ability to follow instructions.
- To develop an awareness and knowledge of safety factors in themselves and others and an appreciation of safe practice when using equipment.
- To provide regular opportunities for pupils to work on their own and with others, fostering independence and co-operation with an understanding of fair play.

4. Lunch Time Clubs

- Lunch Time Clubs run from 13:00-13:30hrs
- The clubs are organised by club leaders
- Pupils are individually invited to join Lunchtime Clubs
- The School Incident and Accident Reporting procedures must be followed if there is an incident or accident.

5. After School Clubs

- After school clubs are on a Monday, Tuesday and Thursday term time.
- Parents and Carers sent a letter and can sign-up their child to an After School Clubs through Arbor. There is an annual subsidised fee which is paid.
- To cancel an After School Club space, email: g.beebe@amwell.herts.sch.uk
- A register of pupils is taken at each club at the start and on collection of the pupil for each session.



- Procedure for collecting your child from an After School Club is:
 - All clubs will be assigned a classroom, swimming pool changing rooms or allocated a space in the small hall away from the main entrance to wait after their club finishes.
 - Parents of each club will be invited into the air-lock reception area ensuring that the electric doors are secure.
 - Front Office staff will call the club lead to bring the children to the entrance area to meet parents. Electronic Doors will be opened for the parents and children to leave once everyone is ready.
 - Any child of parents who are late will return to the classroom or small hall with staff.
 - We will work through the clubs one by one and this will be coordinated by the Front Office team to ensure the doors remain secure during club transitions.
- The School Incident and Accident Reporting procedures must be followed if there is an incident or accident.
- Lower school clubs start at 3:30pm and finish at 4:45pm
- Upper school Clubs start at 3:30pm and finish at 5:00pm
- Staff need to be in their club base with the children from 3:30pm missing class communication time for that day.
- Teaching assistants are contracted to 5:15pm and must work their hours.
- Amy Gregg (Club Organiser) is responsible for checking if support staff are absent and organises cover if needed.
- If the Club Organiser is absent, Aliesha Kent will organise cover.
- If pupils are in school during term time the club will take place unless the club leader has agreed to cancel with SLT.
- If the club requires resources they must be requested through the relevant subject budget.
- Staff Ratio is to be similar to class ratio. (1 teacher/HLTA + 2 support staff)
- Any changes to pupils attending clubs, club leaders must amend the spreadsheet on the staff drive and inform the class teacher. If the pupil has paid for the club and stops attending the Bursar needs to be informed.

6. Remote Learning

Parents and pupils have access to a wide range of educational resources via the school website 'Activities to do at home' <https://amwell.herts.sch.uk/activities-to-do-at-home>.

Art	Assembly	Circle Time
English	Food Technology	Games
Geography	Life Skills	Makaton
Mindfulness	Maths	Music
Music Therapy	Physical Education	Science with Sheila
Sensory and Attention	Sensory Stories	Yoga
Other Activities		



7. Safeguarding

Safeguarding is 'everyone's responsibility'. This policy sets out Amwell View School responsibilities under the Children Act 2004 to ensure children, young people and adults at risk are kept safe from harm.

Our Principles:

- The welfare of children, and their wishes and feelings are afforded consideration when developing and carry out school activities
- All children will have equal rights to support and protection irrespective of their race, age, ability, gender, language, religion, sexual orientation and culture
- All staff and volunteers have a professional role to identify and respond to the needs of children and report any concerns immediately

We aim:

- To provide all staff (employed, contracted and visiting) with the necessary information/training to enable them to meet their statutory responsibilities to promote and safeguard the wellbeing of children
- To provide parents carers and children with information about the school's arrangements to keep children safe
- To ensure safe and consistent best practice across the school
- To demonstrate the school's commitment with regard to safeguarding children.

Class Teachers must inform the Club Leader if any of their pupils are off and not attending an After-School Club.