

Dear Parents/Carers,

Starting school is an exciting time for everyone and you may already be thinking about how to manage wrap around care for your children. The Harrogate Hive is located on Bilton Grange Primary School premises & is the perfect place to keep your children safe and entertained before & after school. Meet up with friends, play, socialize & unwind after a busy school day or during holidays.

We open during school holidays until 4:30pm, except for bank holidays when the club is closed. Our team are fully DBS checked & hold relevant qualifications in first aid, safeguarding & food hygiene. A small team of experienced play leaders take children to and from their classrooms to ensure they reach club safely. All you need to do is register and book a place using our online booking system IPAL. (Details of how to do this can be found below.)

The club aims to provide parent/carers with flexibility. IPAL will help you to make payments, manage your own account, book sessions last minute, in advance & make any amendments required in one secure place. Through the account you will be able to access & print any invoices.

Each week we have fun event evenings which are organized by staff, these include wet, wild days, talent contests, scooter squad, sports tournaments, reading club, quiz nights, forest school & much more. During the holidays our club gives a relaxed home from home vibe. We have different activities each day and children can choose to participate. Our setting is relaxed; we aim to give children choices and follow their lead as much as possible with regards to the activities each day. A free flow system is in place so your child can choose to play inside or outside during their session. Healthy breakfast options, snacks, and light tea during club are provided to keep hunger at bay until home time.

Sessions & Pricing
Before & Afterschool

Sessions	Times	Includes	Price
Breakfast	7:30am – 8:50am	Breakfast	£9.00
Afterschool	3:10pm – 5:30pm	Light Snack's	£11.00
Afterschool Top up	5:30pm – 6:00pm	Light Snacks	£3.50

Sessions & Pricing

Holiday Club

Sessions	Times	Includes	Price
Short Day	9:00am 3:00pm	Breakfast (children to bring own packed lunch)	£25.00
Working Day including early bird 7:30am start	7:30am – 4:30pm	Breakfast & light tea snack (children to bring own packed lunch)	£35.00

Registering with ipal

Please drop us an email once you have booked your first sessions so we can arrange to show you around, introduce you to staff & give you further information on our policies & your child's key person.

Step 1. Visit <https://biltongrangeprimary.schoolipal.co.uk>

Step 2. Select parent login in the top right-hand corner

Step 3. Complete the new parent registration form and click register, at this point you will receive a confirmation email, please note this email may go into your junk folder, please mark it as safe. **Step 4.** Once you have completed your registration you will then need to add your child or children **Step 5.** When booking a session select the date/dates you would like, select the session you would like – your children's name will then appear, and you are able to select and complete the booking. **Step 6.** If using a voucher please enter the full voucher amount you are paying not just the cost that the sessions add up to, any funds remaining will then automatically transfer to your wallet once verified. Use the pay by wallet tab to book any further sessions until your wallet is empty again. You will only need to select pay with voucher again when you have a new voucher to use and notify us of.

For any block booking/same sessions each week the system will enable you to manage your payments in monthly.

For more information and to watch the tutorial video to guide you through the registration process and learn how to book, pay and manage activity clubs visit www.ipal.education/parents-user-video , there are also helpful tips on the booking site. For additional questions, support or bookings please contact us directly on

childcare@harrogatehive.com

Kindest regards

Stephanie & Harrogate Hive Team