

Klabb 3-16 INFO SHEET

What is Klabb 3-16?

Klabb 3-16 is an after-school hours care service for school-age children offered by the Foundation for Educational Services (FES). The service bridges the gap between when school finishes and when parents finish work, and provides care during out of school holidays where needed. There is a planned programme of activities on offer where children do their homework and take part in educational fun activities. The service provides a safe, stimulating environment with appropriate adult supervision and facilitation during non-school hours.

Klabb 3-16 caters for children aged between 3 and 16 years who attend State, Church and Independent Schools. The club is run by a team of dedicated and professionally trained staff. Each centre has a Co-ordinator, who is responsible for the overall running of the respective centre.

What are the opening hours?

The service runs from Monday to Friday between 2.30 pm and 6.00 pm during school days and from Monday to Friday between 8.30 am and 6.00 pm during holidays (*subject to demand*).

What activities are organised?

The Klabb 3-16 programme will deliver activities based on a variety of arts and crafts, sports, drama, music, cooking, free play, etc.

Who collects children from school and from Klabb 3-16?

Parents can make their own arrangements or avail themselves of transport organised by the Centre. At an additional cost, transport can be organised from your child's school to the Klabb 3-16 centre. **Parents / carers are responsible to collect their child/ren from Klabb 3-16.**

Can my children do their homework whilst at Klabb 3-16?

Children will be doing their homework between 3.00pm and 4.30pm OR 4.30pm and 6.00pm, supervised by teachers. However, it is the **parents' responsibility** to ensure that homework is completed daily.

Will children stay in their uniforms?

If children wish to change out of their school uniform, they can bring a change of clothes with them. Children are also welcome to bring a pair of slippers for comfort. No lockers / storage facilities for children are available.

Who works at Klabb 3-16?

We place significant importance in employing staff that are passionate about child care. Klabb 3-16 employees are selected through a thorough recruitment process. Most staff members are required to hold first aid qualifications.

The Co-ordinator is responsible for the overall operation of the centre, and is the contact person for the respective centre. Homework tutors, who are qualified teachers, assist children to do their homework. Playworkers hold qualifications in Childcare and/or Playwork or are in the process of acquiring such qualifications. They organise hands-on fun activities such as arts and crafts, story telling, sports, drama, music, cooking, free play, etc.

In line with national childcare standards, our employee to child ratio is 1:15 (ages 3 – 11), and 1:20 (ages 12 – 16).

I'm interested. How do I register?

Parents need to register for the service by completing a Registration Form by:

- Meeting with the Centre Co-ordinator
- Downloading it from www.fes.org.mt
- Requesting a copy to be sent by mail, by calling 21 455 600/7 or email klabb316.medc@gov.mt

Now that I've registered, how do I book for the service?

For all bookings, please call the respective Centre Co-ordinator.

Bookings need to be made in advance, preferably by Wednesday of the previous week. This is to ensure that the appropriate staffing ratios are met.

How do I cancel my booking?

For all cancellations, please contact the respective Co-ordinator. To ensure the safety of all children, we ask that you advise the centre of all cancellations. Notification of the cancellation needs to be confirmed by the parent or carer, not by the child.

Is there a fee for using Klabb 3-16?

Yes, the service is against payment. Fees are paid in advance and must be handed to the Klabb 3-16 Co-ordinator. No booking is confirmed until full payment is issued. Pre-booking is advised in advance where possible to avoid disappointment.

Rate: **€1.20 per hour**

For more information please contact us on:

Tel: 21 455 600/7

Email: klabb316.medc@gov.mt