



Purpose:

Bardwell Branch-Out is a specialist provision in play and leisure activities for children and young people aged **5-19** with impairments in the Bicester area. We believe that every child and young person has the right to freely-chosen play within a dedicated and fully inclusive environment.

Bardwell Branch is commissioned by Oxfordshire County Council to run three weekly after school sessions and a weekly youth group session during term time. In addition, we are commissioned to run four days a week across holiday timetables. These services are accessible to families with children and young people with impairments. Bardwell Branch-Out is an open access provision, therefore families can self-refer.

As Bardwell Branch-Out is an Oxfordshire County Council commissioned service, families within Oxfordshire will be given priority over bordering-county families.

Bardwell Branch-Out does not discriminate against any child or young person with regards to their family setting or background nor do we discriminate against a child's sex, race, colour, religion, age or impairment.

Procedures:

- On referral, families will be required to complete a full enrolment pack. Bardwell Branch-Out won't be able to allocate sessions to your child or young person until this is completed.
- Families will have the opportunity to access all timetables released following the return of their completed enrolment pack.
- Bardwell Branch-Out will add your child or young person to the waiting list if they are enrolled during an active timetable.
- Families will be allocated up to one after school club session per week during term time. In addition, families will be allocated up to two sessions per week on holiday timetables.

If you would like to enrol your child, please email richm@bardwell.oxon.sch.uk or call 07721 233 995.