COMPANY NEWS

SAFER SLEEP GUIDANCE

The EYFS now has clear requirements around safer sleep. Although we do not have a designated nap time for our pre-schoolers, children may occasionally become tired and fall sleep whilst attending.

What do staff need to do?
If a child falls asleep:

- Make sure they are in a safe, suitable place to sleep on a flat surface on the floor.
- Keep the sleep area clear of soft items, toys and cushions.
- Ensure the child is within sight and hearing of staff and is appropriately supervised.
- Check the child is not too hot or too cold and that their face and their head are uncovered.
- Consider the child's individual needs and any information provided by parents/ carers.
- If a child appears unusually sleepy or is difficult to wake, follow our first aid/ illness procedure.

Remember
We do not need to introduce a nap time. However, if a child does fall asleep while in our care, we must take reasonable steps to ensure they are safe, supervised and comfortable.

No routine naps do not mean no safer sleep responsibilities.

All Wraparound Care and Holiday Camp settings that accept Pre-School children will now have a guidance sheet on display at the OPS station for your reference.

HEAD OF WRAPAROUND AND FIELD

A message from Laura Biddle, Head of Wraparound Care…

Eve Pilcher will now be taking over my role as Head of Wraparound. She will still be running St Dunstan's and will be overseeing all wraparound managers, with my support until I go on maternity leave in a couple of months. I hope you will all join me in congratulating Eve as she takes this well-deserved step up.

I will be stepping up to support Joe as an acting Delivery Lead until I go on maternity leave, looking after all Head Coaches and supporting the Product Heads within the Delivery Team.

Please feel free to reach out with any questions or queries you may have. My door is always open.

I look forward to working alongside you all over the next couple of months.

PRODUCT HEADS REMINDER …

If you had forgotten, here's a reminder who your Product Heads are:

Head of Wraparound: Eve Pilcher
Head of ASCs: Tom Shingles
Head of PE, Lunch Clubs & Parties: Tom Fowler
Head of Weekends: Callum Jackson & Natalie Vecchiolla

Head of Equipment: Kieran Andrade





A COUPLE OF HIGHLIGHTS FROM OUR 9 WEEKS OF SUMMER CAMP FUN!

WEEK COMMENCING 14TH SEPTEMBER 2026

SAFE, PROFESSIONAL, FUN!

MUNCHKIN SPORTS

COMPANY NEWS

OCTOBER CAMP AVAILABILITY – ACTION NEEDED!

The deadline for submitting your October Holiday Camp availability has now passed, and we still have several team members who have not yet entered their availability on When I Work.

We are now beginning the staff placement process for October Camps based on the availability that has been submitted. To give yourself the best chance of securing shifts, please make sure your availability is fully up to date on WIW.

If you already know that you are available to work during the October Camps, please take a moment to fill in those 3 weeks on When I Work as soon as possible. This will help us identify everyone who is around and able to work and will reduce the likelihood of you missing out on shifts or having to wait for additional shifts to become available later.

The more accurate your availability is, the better we can place you!

ASC NUMBERS UPDATE

With it being the start of the new academic year, we have lots of excited children that we should be encouraging to try our after school clubs. Please make sure you are giving out buddy passes in all clubs where you have room to grow!

Sharing some success with you …

At Clare House we started three new after-school clubs and two before-school clubs. The Tennis ASC for Y1 - 3 has maxed out at 30 children - selling out within 3 hours of bookings going live!

AFTER SCHOOL CLUBS AND WRAPAROUND OPPORTUNITIES

We also still have spaces available across our After-School Clubs and Wraparound provision.

If you have regular afternoon availability during the week and can commit to a weekly shift, we'd love to hear from you.

Please email staffing@munchkinsports.com with the days you are available, and the Staffing Team will be able to let you know what spaces are currently available that match your availability.

SICKNESS, INJURY & COVER PROCESS – IMPORTANT REMINDER

If you are unable to attend a shift due to sickness, injury, or any other reason, you MUST call your Head Coach or Wraparound Manager directly and verbally communicate that you are unable to attend.

Please do not rely on a text message, WhatsApp message or email to notify them of an absence.

Messages can be missed, silenced, or not seen in time, whereas a phone call ensures that your absence has been directly communicated to the person responsible for the session.

This is particularly important so that we have enough time to arrange appropriate cover and ensure the session can run safely and effectively.

If you cannot attend your shift, make the call.

TRAINING REMINDER

A reminder that ALL staff must complete the set of mandatory training courses in order to continue working and maintain our compliance status with Ofsted and the schools we work with.

Please head over to your Flick account and complete the newly assigned courses. You will also need to re-do your Keeping Children Safe in Education module

New courses:

- Safer Eating in Early Years
- Food Hygiene – Level 2
- Understanding Allergies and Anaphylaxis
- Understanding Asthma
- Allergies in Education

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