

Statement of Purpose

Service provider	North Wales Science Ltd	
Address of service provider	Plas Coch Campus, Wrexham Glyndwr University, Mold Road, Wrexham, LL11 2AW	
Legal entity	Charitable company	☐
Responsible individual(s) or Registered Person(s)	Mr Scot Owen Mrs Jennifer Hough	
Person in Charge	Anthony Potts	
Name of service	Xplore! Nature Holiday Club	
Address of service	Northop Campus, Wrexham Glyndwr University, Holywell Road, Northop, Mold, CH7 6AA	
Contact details	Xplore 17 Henblas Street, Wrexham, LL13 8AE nature@xplorescience.co.uk 01978 293400	



Introduction

Welcome to Xplore! Nature Holiday Club. Xplore! Nature is one of the trading names of North Wales Science Ltd, a limited company and charity, and a wholly owned subsidiary of Wrexham Glyndwr University.

North Wales Science was established in 2003 and Xplore! Nature was started in 2022 to provide forest school and outdoor learning. Xplore! Nature Holiday Club is registered for out-of-school care through the Care Inspectorate for Wales (CIW) to run holiday clubs from Northop Campus.

Details about the children for whom care is provided

The maximum number of children attending on any one day will be 18. Places for children are open to those age 5-12 years old and must be booked and paid for in advance. Normally we book children in for a minimum of three sessions in the same week.

Sessions run on selected dates within the school holidays, Mondays to Fridays, 9.30am-3.30pm. For details of upcoming dates, please refer to our website, social media or use the contact details to enquire with our team.

We welcome families and children from all nationalities, regardless of gender, culture, or religion. Children with additional learning needs, reduced physical ability or mental health conditions will need to be assessed before a place can be booked, to ensure the service is suitable for them, given the nature of the outdoor environment of our setting. Under exceptional circumstances the setting may not be able to offer a space for if we are unable to meet the child's needs and requirements. The decision will only be made after all avenues have been exhausted and the setting will provide a reason for the decision of non-admission. Xplore! Nature Holiday Club reserves the right to withdraw access to the service due to behaviour, physical ability, or mental health of a child.

Wherever possible, staff running the holiday club will adapt to the individual needs of those attending and offer additional support as required so that everyone can take part. Staff leading the sessions have experience and qualifications linked to working with and caring for children with additional needs, including those who identify as neuro diverse.

Aims and objectives

- To support children to achieve the best possible outcomes through care, learning and play
- To support children within the natural environment, and encourage them to value and care for nature
- To support children to feel valued, safe, healthy, and confident
- To support children as they try new activities, make new friends, and develop their skills and understanding
- To ensure quality of care and activities, by listening to and acting on feedback from the children and their parents / carers
- To cater for each child's individual needs and growth

Language

Xplore! Nature Holiday Club provides care through the medium of English with incidental Welsh used by all staff. Welsh language training is offered to all staff and Xplore! Nature employs staff who are comfortable to hold conversations in Welsh with the children and their families.

Staffing

Xplore! Nature Holiday Club implements and adheres to childcare setting regulations set out for those caring for children. All staff undergo strict recruitment checks to ensure they meet required training levels and suitable references are acquired. All staff working with the children have an Enhanced DBS.

All staff acting as the person in charge are qualified in level 3 forest school or outdoor learning. Other staff acting as forest school assistants for the session will be accredited to at least level 2 in a relevant qualification.

There will be at least the person in charge and one assistant at the session, to keep to the relevant adult to child ratio (National Minimum Standard = one adult to every six children aged 4-8 years, one adult to every 10 children aged over 8 years).

The children at the setting might also be engaged by other Xplore! staff visiting and observing the sessions. Occasionally work experience students or volunteers may also be in attendance.

Facilities available

Xplore! Nature Holiday Club uses the forest school area within the grounds of Wrexham Glyndwr University Northop Campus. It includes a campfire area, space for a tarpaulin shelter for inclement weather, compostable toilet, and handwashing and sanitising facilities.

Close to the main forest school base is a pond, managed woodlands, fields, and walking trails.

A selection of the type of activities offered

- Shelter and den building
- Knots and gadget making
- Fire building
- Basic campfire snacks preparation
- Woodland arts and crafts
- Orienteering
- Obstacle course
- Scavenger hunt
- Wide games / team games
- Skittles and other individual participant games
- Nature walks
- Pond dipping
- Nature identification
- Bird watching
- Map reading
- Relaxing in nature / forest bathing

Example routine

This routine is only for guidance. Due to the nature of the setting, events and the weather may occur that force us to review the timetable. Where applicable, staff will follow children's individual routines.

9.30am	Meet and greet children at the car park drop-off point. Walk to the forest school area.
10.00am	Introduction and safety talk for the day. Set the boundaries for the site. Tour of the facilities for anyone new to the site. Campfire and site maintenance for return participants.
10.30am	Wash hands followed by snack and drink from home.

10.45am	Choice of a selection of activities.
12.00pm	Lunch from home.
12.30pm	Choice of a selection of activities.
2.30pm	Wash hands followed by snack and drink from the campfire, provided by the staff.
3.00pm	Tidy away activities and extinguish the fire. Collect belongings. Walk to collection point.
3.30pm	Children met at the car park collection point.

Registration

To register your child with the setting, a Registration Form needs to be completed which includes all information about your child such as medical history, vaccinations, special dietary requirements, emergency contact details etc.

A deposit needs to be paid to secure the child's place.

What to bring to holiday club?

Children need to come to Xplore! Nature Holiday Club with a mid-morning snack and their lunch. Please provide a drinks bottle, which can be refilled on site as required during the day.

Children should wear long sleeves and trousers. Layers are important for keeping warm and a waterproof (not showerproof) coat is essential. Suitable footwear (trainers, walking boots, wellies but never open-toed i.e., sandals). A complete spare set of clothes and a bag for wet/dirty items is required. Please send suncream, sunhat, gloves and hat as required for the conditions on the day. Never send items that cannot get wet or dirty, or that you would be upset if they got damaged or lost.

Prescription medication needs to be in the original containers / packaging. It will only be given to the person named on the packaging for the dosage stated.

Mobile phones and other electronic devices are not required. Xplore! Nature Holiday Club takes no responsibility for any personal items brought along.

Collection of children

Under no circumstances will staff allow your child to be collected by any unauthorised person and it is important that details of all persons authorised to collect your child are provided on the Registration Form.

Authorised people on pick-up running up to half-an-hour late must let the person in charge know by telephone, and staff will stay with the child(ren) until they arrive. Repeat offenders will be issued with a late collection fee, with provision of the service revoked as a last resort.

Emergency contact details for two other authorised people in addition to parents / carers who could potentially collect a child must be given in advance. These will be used if a parent lets the person in charge know they are running more than 30 minutes late or will be unable to collect their child, or in the case of a no show and the parent is uncontactable for 30 minutes after collection time.

No child will be left unaccompanied or 1:1 with a member of staff. Two members of staff must always be able to stay in the event of an uncollected child. Social services will be contacted if the parent is uncontactable for 30 minutes after collection time and none of the emergency contacts are contactable or can arrange to collect the child.

Children's progress

Children's progress is recorded on daily observation sheets and securely shared between relevant staff within the service. Parents are updated on the activities children have taken part in at collection time and can request to speak with a member of staff and request to see information held relating to their child's progress at any time.

Feedback

We welcome all feedback and comments, good or bad. Parents and carers are consulted informally via discussions at the start and end of every session, plus encouraged to complete feedback forms on a regular basis. The children are observed and asked for feedback throughout the day, to help inform best practice and improve the service offered.

It is important to us that you communicate any concerns or issues immediately. Xplore! Nature has a comprehensive complaints procedure, with informal and formal stages depending on the severity of the complaint. This is available from staff on-site or via electronic means on request. Anything reported to staff will be logged, reported to management, investigated and appropriate action will be taken.

Animals on the premises

Xplore! Nature Holiday Club has no pets. However, wildlife is free to move throughout the site. A first aid kit is always on site and is equipped to deal with insect bites and stings. Please inform us of any allergies on the medical form. Families are responsible for seeking further medical assistance if the wound does not heal or a tick bite is suspected.

Emergency care

If your child becomes unwell during the session, they will be made comfortable and monitored by a member of staff with a current first aid qualification. The person in charge will contact the parent to collect the child. If they are not contactable, the emergency contacts on the enrolment form will be used.

If your child needs urgent medical attention, a member of staff will accompany your child to the nearest accident and emergency department via ambulance. The parents will be contacted and told which hospital the child has been taken to; your child's medical form will be given to the medical staff.

Review of statement of purpose

The statement of purpose will be reviewed annually, when new legislation comes into force, or a change of circumstances for the service occurs. CIW will be informed of any changes and wherever practicable at least 28 days before the change is due to take place.

Second edition completed by Jennifer Hough, Education Officer at North Wales Science Ltd in July 2026.