



Out of School Club Terms & Conditions

Fees*:

- Breakfast Club 7.30am – 8:45am cost £5.50 and includes a healthy breakfast, drinks and activities
- After School Club 3:15pm – 6pm costs £10 for the first child and includes a healthy snack, drinks and activities
- Afterschool Club 3:15pm – 6pm sibling rate is £8 and includes a healthy snack, drinks and activities
- Fees are payable a term in advance.
- Fees are payable via ParentPay within 14 days of the charge being made available
- Payments can be made via Childcare vouchers, Tax Free Childcare and Student Loan schemes.
Please contact the school office if you use any of these schemes for the correct account details.
- No refunds due to illness, absence or holidays. In the event of a cancellation made by us, then a refund will be offered.

*Fees will be reviewed annually.

Notice

- 4 weeks written notice is required should you wish to change sessions or leave Out of School Club. You are required to pay for all sessions within the 4-week period regardless of whether the child attends. Notice must be given in writing to the School Office or the Out Of School Club Manager, this is acceptable via email.

Collection Policy

- Children may be collected at any time from 3.15pm and 6.00pm.
- In the event that you the parent/carer are unable to collect please advise the Out of School Club of this as soon as possible, and arrange for one of your emergency contacts to come to collect your child.
- While we appreciate that accidents and delays on the roads and rail do happen, there is a £5 charge* for every five minutes of late collection and after thirty minutes Children and Young People Services will be informed.

*This charge is at the discretion of the Principal.