

Flockton CE (C) First School After School Club

Booking Form & Terms and Conditions

The Club opens at 3:30 p.m. and closes at 6:00 p.m. It runs Monday to Friday during term time but is not open during the holidays and on INSET days.

Once the children arrive at the Club, they are able to play with the wide range of free play and planned activities. The children are provided with a snack and this is usually served between 4:00 and 4:30pm. We offer children a varied menu. Water and fruit snacks are also available throughout the session.

The Club is open to children from Reception to Year 5. There will be a maximum of 20 children able to attend at any one time and these places are offered on a first come, first served basis.

If for any reason you need to get in touch with the team before After School Club starts, please contact school (01924 326800).

Parents can collect their children from the main entrance and ring the buzzer for entry. The car park may be used for collecting but please be aware of other cars when entering and leaving the school drive.

Places can be reserved either on a half termly basis or on an ad hoc basis if you do not require a regular place.

***Please note that if you have chosen ad hoc sessions for your child, you will need to inform the school office at least 48 hours before you wish your child to attend. This gives us a clear understanding of numbers and staffing needs.**

Payments are to be made via ParentPay in advance on a half termly basis and Childcare Vouchers are accepted.

Charges

3:30 – 6:00 p.m. **Booked half termly in advance - £7.50** per session (includes snack)

3:30 – 6:00 p.m. **Booked Ad hoc - £8.00** per session (includes snack and management fee)

After School Club behaviour expectations are adhered to strictly and all parents and carers are advised that if a child or parent is not able to accept our expectations their place at After School Club may be in jeopardy.

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After School Club Booking Form (Please Return to School Office)

Name of Child: Child's Date of Birth:

Emergency Contact Name & Number:

Allergies or Medical Conditions:

Please mark days/sessions required and indicate whether you require a regular place or drop in session:

Monday	3:30 – 6:00	Regular	Ad-hoc*
Tuesday	3:30 – 6:00	Regular	Ad-hoc*
Wednesday	3:30 – 6:00	Regular	Ad-hoc*
Thursday	3:30 – 6:00	Regular	Ad-hoc*
Friday	3:30 – 6:00	Regular	Ad-hoc*

- I understand that the charges for After School Club must be settled via ParentPay or Childcare Vouchers in advance and that if payment is not received my child's place may be cancelled.
- **I understand that if I wish to cancel any previously booked sessions, I must give at least 48 hours' notice to the school office or I will be charged the full session amount.**
- I understand that it is my responsibility to ensure that my child is collected no later than 6:00 p.m. and that if I am late, an **additional charge of £3.00** will be made.
- I understand that my child needs to behave appropriately at After School Club and that their place at After School Club may be in jeopardy if a child or parent is not able to accept the Club's expectations.

Signed: Date:

Print Name: