



Whaplode (Church of England) Primary School
 Mill Lane, Whaplode, Spalding, Lincolnshire
 PE12 6TS

Phone:/Fax: 01406 370447

Head Teacher: Mrs A Flack



AFTER SCHOOL CLUB – BOOKING FORM – TERM 1

After School Club Booking Forms should be returned to the school office as soon as possible and before the first day of the child (ren)’s attendance. Payments can be made in cash or cheques made payable to Whaplode Primary School.

Name (s) of Child (ren) _____ Class (es) _____

Week Beginning	Monday No of Children	Tuesday No of Children	Wednesday No of Children	Thursday No of Children	Friday No of Children
3 rd Sept 18	No School				
10 th Sept 18					
17 th Sept 18					
24 th Sept 18					
1 st Oct 18					
8 th Oct 18					
15 th Oct 18					No Club

Session fees per child are £4.00 per hour or part thereof which can be booked in 15 minute blocks from 3.20pm. This fee is to cover the cost of staffing, food, equipment and day today running costs.



Please read the school's terms and conditions before signing:

Signed: _____

Name: _____

Date: _____

Terms and Conditions: Please read before signing

- Places will be allocated on a first come first served basis and payment is required in advance with your booking form.
- Ad hoc sessions can still be booked with 24 hours notice but payment must be made where possible in advance of, but not later than, the day your child is attending
- Last minute bookings will be accepted provided there is space
- The club can accept a maximum of 12 children per session.
- If your child is unable to attend the club through illness, we will refund the cost of sessions booked if the place is resold
- Children will be kept away from the club if sick or if advised to do so by a doctor - and/or after school staff. Vomiting and diarrhoea must be clear for 48 hours
- Children attending the club will be collected by the after school club supervisor from their respective classes each day
- Any special dietary requirements for individual children need to be discussed with the after school club staff, including allergies
- The club will operate under the school's behaviour policy.
- *If a parent/carer is late collecting their child from the after school club, then a retrospective charge will be raised for the additional childcare time that equates to the costs (up to £16 per hour) incurred by the school to pay the member of staff the additional overtime.*