



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 3**

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
1 <sup>st</sup> Jan 2018	<b>No School</b>	<b>No School</b>			
8 <sup>th</sup> Jan 2018					
15 <sup>th</sup> Jan 2018					
22 <sup>nd</sup> Jan 2018					
29 <sup>th</sup> Jan 2018					
5 <sup>th</sup> Feb 2018					<b>No Club</b>

Session fees per child are £4.00 per hour or part thereof, which includes a healthy snack

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.*