

Please complete for the day(s) required each week. Please note that sessions are subject to availability. After School Club runs from 3.15pm to 5.40pm, Monday to Friday. Parents/Carers are requested to pick up their child using the East Building entrance.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Monday | Tuesday | Wednesday | Thursday | Friday |
|  |  |  |  |  |

**First Child = £5.50 per session Full week booking = £26.00**

**Siblings = £4.60 per session Full week booking = £22.50**

* All bookings must be entered on this booking form 24 hours in advance, no other form of notification will be accepted
* Invoices will be issued every Friday via ParentMail for the days your child/ren used the facility during that week
* Payment must be made via ParentMail and any invoices must be cleared before your child/ren can use the facility again
* Parents/Carers must give 24 hours’ notice if they wish to withdraw their child
* If you wish to use the Childcare Voucher Scheme, you are still required to complete a booking form, will receive an invoice for your records and school will pay the invoice on your behalf once we receive your voucher
* Un-notified absence is charged at the full amount
* Notified absence will be carried forward to the following week
* Afterschool provision finishes at 5.40pm prompt, children picked up after this time will be charged £2
* If your child/ren are not collected from school at the close of the day and need to be put in the afterschool provision you will be charged accordingly
* Afterschool contact number for any emergencies including late picks ups is 07951352314.

**Our charges will be revised regularly and circulated to parents, in writing**

Bankfields Primary School aims to provide children with a healthy snack.

**Menu:** **Please advise us of any dietary requirements:**

Crackers or Toast with Choice of Toppings

Orange Squash/Milkshake

Parent’s Signature: …………………………………………………………….. Date: ……………………….

|  |  |
| --- | --- |
| Week Commencing |  |
| Child’s Name |  |
| Child’s Class |  |

Child’s Name

Child’s Class

**Bankfields Primary School**

**After School Club Booking Form**