



Newbridge Primary School

After School Club & Breakfast Club Terms and Conditions

The **Breakfast Club** will run from 7.45 – 8.50am every school day and the charges are:

Early Bird Session (7.45 – 8.50am) £4.75 per child, per session

Normal Session (8.00 – 8.50am) £4.50 per child, per session

The **After School Club** will run from 3.15 – 5.45pm each school day and the charge is £12 per child, per session

Bookings can be made, amended or cancelled up to 2 days in advance of attendance. All sessions should be paid for in advance of attendance and late collection (£5 for every ½ hour past 5.45pm) plus cancellation fees will be applied where appropriate.

If a session is cancelled within 2 days of attendance or if your child does not attend a booked session the club fee will remain payable.

Payments can be made online, via the school office in a named envelope (cheques made payable to Newbridge Primary School), through a work place voucher scheme or the via the government childcare payment scheme.

If paying by voucher we will need to register with the organization that your employer uses. Please provided the school with all the appropriate details.

PLEASE DO NOT TURN UP AT EITHER CLUB UNLESS YOU HAVE A CONFIRMED BOOKING AS YOUR CHILD'S UNCONFIRMED ATTENDANCE WILL AFFECT THE STAFF/CHILDREN RATIOS AND ULTIMATELY YOUR CHILD'S SAFETY.

Staff are only available to answer your queries, whether by telephone or email, on a daily basis between 9.30 am – 3.30 pm, term time only. Accounts enquiries can only be answered on a Monday, Tuesday and Wednesday between 9.30 am – 3.30 pm, term time only.