



Breakfast Club and After School club booking registration form 2016

Sunrise Club (Breakfast) and Sundown Club (after school club) are held in the Times Square Hall, Eastwood Primary & Nursery School, situated at the rear of the school using the Snakes Lane entrance to the school grounds. Please follow the signs.

Sunrise Club sessions begin at 7:40am until the start of the school day. Please **DO NOT** bring your children earlier as staff will NOT be present to supervise.

At 8:35am children are escorted to class and/or to the school playground and will then walk to class.

Sundown Club 3.15pm until 5.30pm

Pupil premium children will be entitled to 50% discount off the normal session fees. Please speak to Mrs Woodgate/office to find out if you are eligible for this.

A £10 registration fee is required and refunded once you no longer require the use of the service; a month's notice is required to cancel. You will be charged for all sessions booked, if your child does not attend refunds will not be given and sessions cannot be rolled over. This is in accordance with the Extended Schools Policy a copy of which is attached.

Charges: Sunrise Club - £3.00 per session / £2.70 for siblings
Sundown Club - £7.00 per full session / £6.30 for siblings
£5.00 discounted rate/ £4.50 for siblings, if your child is picked up before
4.30 p.m.

To cancel a Sunrise or Sundown Club booking we require **one month's** notice otherwise you will be charged for the session.

Name of child(ren)			
Club			
Address			
Telephone			
E-mail			
Emergency contact			
Emergency contact			
Medication			
Allergies/ intolerances			



	Monday	Tuesday	Wednesday	Thursday	Friday
Sunrise Club					
Sundown Club					

I enclose £10 registration fee

Signed

Date

Emergency contact number: -

If you need to speak to the Sundown Club urgently after 4p.m. please ring 07871065148.

Late collection: -

If you are later than 15 minutes to collect your child from a normal school day your child will be placed in the Sundown Club and you will be charged for that session (£7).

If the school deems there has been continuous late collection of your child the school will inform social care.

Eastwood will follow the below steps to locate the person named as carer for the child:

- Call all emergency contacts to establish parent/carers whereabouts; if this is unsuccessful the school will contact social care.

Absences/Notice -Sunrise Club and Sundown Club

Any absences from days booked will be charged in full including sickness or planned and agreed holidays. Other circumstances will be at our discretion.

Booking enquiries:-

Please contact Mrs Woodgate on 01702 525137

All other enquiries:-

Please contact Mrs R Bellfield, Extended Schools Manager