



# Harwood Meadows CP School

## Out of School Club



**A safe, secure and relaxed environment offering a range of activities for children from Nursery to Year 6 before and after school.**



## Harwood Meadows Out of School Club Charges and Payments

	Time	1st Child	2+ child
Mornings	7:30am - 8:45am	£6.50 per child	£6.00 per child
Afternoons	3:30pm - 6.00pm	£10.00 per child	£9.50 per child
Every morning & afternoon - all week	7:30am - 8:45am & 3:30pm - 6.00pm	£75.00 per child	£72.50 per child

Booking and payment should be made using our Out of School Club booking system. Please see the school office for initial set up. Payment is due in advance when you book your sessions. You can also pay by cash, cheque or childcare vouchers. The school Ofsted number is 137991, you will need to provide your childcare voucher company with this number to set up payments. Please then let the office know your reference number on any payments being made so that they can be allocated to your child's account.

### Terms and Conditions in Relation to Payment of fees

Fees are payable in advance using the online booking system. We will also accept cash, cheque or childcare vouchers as long as they are paid in advance of the booking. Cheques should be made payable to Harwood Meadows CP School. We do not charge for bank holidays and professional training days.

The price per session per child applies to all children. To ensure staffing levels remain within the legal requirements, spaces need to be booked 24 hours in advance.

Following a review of Out of School club procedures in 2023, it has become apparent that a number of children are not being booked into club via the ScoPay booking system, instead being brought to club on the day. This has a detrimental impact on staffing and provisions for the children attending club. Therefore, a late booking charge for children who are booked into club less than 24hrs in advance has been brought in.

The late booking charge is £5.00 in addition to the usual fee for either breakfast or afternoon club, e.g. late breakfast booking = £11.50 and late afternoon booking = £15.00. Bookings made less than 24hrs in advance will not be subject to any discount codes.

Please ensure that fees are paid promptly. Non-payment may result in your place being terminated. If you are having difficulty paying fees, please speak in confidence to the Manager.

Breakfast is provided in the mornings and a light snack after school.

