

Booking Form Shillington Lower School

Name of child.....

Monday		Tuesday		Wednesday		Thursday		Friday	
7.30-8.45am		7.30-8.45am		7.30-8.45am		7.30-8.45am		7.30-8.45am	
Collection by 4.30pm		Collection by 4.30pm		Collection by 4.30pm		Collection by 4.30pm		Collection by 4.30pm	
Collection by 5.30		Collection by 5.30		Collection by 5.30		Collection by 5.30		Collection by 5.30	
Collection by 6.00pm		Collection by 6.00pm		Collection by 6.00pm		Collection by 6.00pm		Collection by 6.00pm	

Signed Date

The fees are currently: 7.30am – 8.45am = £4.95 including Breakfast + Drinks
 Collection by 4.30 = £5.50 including Snack + Drinks
 Collection by 5.30 = £9.50 including Meal + Drinks
 Collection by 6.00pm = £13.50 including Meal + Drinks

- Fees are payable on the 15th of the invoiced month and can be paid by cheque (£1 charge), electronic bank transfer, cash, Paypal (3.4% charge plus 20p), debit/credit card (3.4% charge plus 20p) or childcare vouchers
- There is a charge of £20 for collections after 6pm, a further £20 is payable for every 15 minutes thereafter, which will be added to the next invoice
- The club charges an annual registration/membership fee of £5 per child at the start of each academic year in September. You will also pay this fee on initial registration
- Fees are charged for booked sessions whether the child attends or not, a £2 fee will be passed at the manager's discretion if an absence is not communicated to us
- Children will be collected from their classrooms as soon as reasonably practicable at the end of the school day
- We offer a discount for siblings who are booked in with us full-time (ie before and after-school until 6pm) at least 4 days per week on a regular, on-going basis. The first sibling would receive a 5% discount, the second sibling would receive a 10% discount and a third sibling would receive a 15% discount. Any subsequent siblings would receive the maximum discount of 15% each
- Parents may be eligible to claim the working tax credits call HM Revenue & Customs helpline: 0845 3003900 or visit www.hmrc.gov.uk/taxcredits
- 4 weeks' written notice (text/email/letter) must be given to terminate your contract or to alter/cancel a permanent/regular booking
- 48 hours' written notice (text/email/letter) must be given to cancel ad hoc (occasional / one-off) bookings

FOR BOOKING INFORMATION PLEASE CONTACT 07799320516

FOR OFFICE USE ONLY

	Sign and Date
Child loaded on to system	
Bookings loaded on to system	
Parent/Carer informed about booked sessions	
Parent/Carer received Club Handbook	
Any Medication?	