



Breakfast and After School Club Terms and Conditions

1. All fees for regular sessions must be paid termly in advance through ParentPay or childcare vouchers.
2. A completed registration form must be submitted before a child can be accepted into any club.
3. On receipt of confirmation from the Bussage Primary School Breakfast and After School Club that a session has been reserved, liability will exist for the payment of all invoiced fees whether a session is missed or not later required. Bussage Primary school regrets that it is not possible to give refunds.
4. If the fees have not been received within an acceptable period, Bussage Primary School Breakfast and After School Clubs reserve the right not to admit the child/children concerned until the fees and surcharges have been received in full.
5. Six weeks' notice of termination is required in writing should you wish your child to stop attending the Breakfast and After School Clubs. Verbal cancellations will not be accepted.
6. Any sessions in addition to the regular sessions booked on the registration form must be booked in advance by completing a one-off Session Booking Form. These additional sessions must be paid for on or before the day attended.
7. Parents/Carers must notify the school in writing of any changes to the registration form as soon as they occur (in particular, emergency contact numbers).
8. Parents/Carers must let After School Club know in advance if they are collecting their child/children at 3.15pm and therefore they will not be attending the session booked.
9. Children attending Breakfast and After School Club are expected to adhere to the school rules regarding behaviour, use of equipment etc. Consistent breaking of these rules could lead to your child/children being excluded from the clubs.

I have read the terms and conditions of the Bussage Primary School Breakfast and After School Clubs and agree to follow its policies and procedures.

Parent/Carer signature:.....

Print Name:.....

Date:.....