

BREAKFAST CLUB - BOOKING FORM

Child(ren)'s Name(s) Class

.....

Tick the sessions you want to book and return the form to the School Office or email to j.harvey300@howlatchlane.co.uk

Session times - 7:45am – 8:50am

Please see terms & conditions and charges, on the reverse of this form, this must be signed and dated

Spring Term 2024	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Wed 3 Jan – Fri 5 Jan	X	X			
Mon 8 Jan – Fri 12 Jan					
Mon 15 Jan – Fri 19 Jan					
Mon 22 Jan – Fri 26 Jan					
Mon 29 Jan – Fri 2 Feb					
Mon 5 Feb – Fri 9 Feb					
Mon 12 Feb – Fri 16 Feb					
	SPRING HALF TERM				
Mon 26 Feb – Fri 2 Mar					
Mon 4 Mar – Fri 8 Mar					
Mon 11 Mar – Fri 15 Mar					
Mon 18 Mar – Fri 22 Mar					
Mon 25 Mar – Thur 28 Mar					X
	EASTER HOLIDAY				

Please note:

A refund or credit will only be issued in the event of absence from school or if the session is cancelled at least one day before expected attendance.

Contact Number: 0191 5862765

Terms & Conditions

Please read the terms and conditions as set out below, then sign and date to show you agree with the terms and conditions of the bookings you are about to make.

1. Bookings must be paid at least one week in advance – failure to do so can result in bookings being withheld/cancelled – until your account has credit in.
2. Bookings cancelled due to arrears, cannot be guaranteed going forward, as the place may be offered to another, if there is a waiting list.
3. Staffing numbers are arranged in order to manage the level of children expected on any one day, this can be adjusted as and when required but only at least 24hrs before each session.
If you need to cancel a session and not be charged, you must do this at least 24hrs before, this will allow the session to be offered to someone else and also allow the adjustment of staff required, if numbers are reduced.
4. If you do not cancel a session you have booked, you will still be charged, unless your child is absent from school.

Parent\carer(print name).....(signature).....(date).....

Staff receiving
and confirming booking.....(print name).....(signature).....(date).....

<u>BREAKFAST CLUB PRICE PER SESSION(WEEKLY)</u>	<u>TEATIME CLUB PRICE PER SESSION</u>
<u>£4.00 (£20 PER WEEK)</u>	<u>£6.00 (£30.00 PER WEEK)</u>
<u>Previously £3.00</u>	<u>Previously £5.00</u>
	<u>£3.00 late fee every 15mins for children collected after 5.15pm</u>